

AGENDA
EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS
Tuesday, March 19, 2013
7:00 PM

Executive Session 6:00 PM- Personnel Matter

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence – Supervisor Carmen Battavio
4. Ask if anyone is recording the meeting
5. Public Comment – Hearing of Residents (Optional)
6. Chairman’s Report – Announce Board meet in executive session on March 19 for a personnel matter.
 - Comp Plan Update - None
7. Public Hearings - None
8. Police/EMS Report/Fire Marshal
 - a. WEGO - February 2013
 - b. Malvern Fire Company - February 2013
9. Financial Report
 - a. February 2013 Report
 - b. 2012 Concise Statement of Assets and Liabilities
10. Old Business
 - a. Refuse and Recycling Survey
11. New Business
 - a. Consider requesting an “Advisory Opinion” from the State Ethics Commission.
 - b. Consider sending a letter of support for the Willistown Township grant application for acquisition of Spinelli property at 143 Line Road.
 - c. Consider adoption of Resolution 2013-44 modifying the collection procedure for delinquent sewer and refuse accounts.
 - d. Consider recommendation on Employee Incentive Program
 - e. Consider replacing two zero radius mowers
 - f. Consider replacing pickup truck
 - g. Consider award of light fixture retrofit bid.
12. Any Other Matter
13. Approval of Minutes
 - a. March 5, 2013
14. Treasurer’s Report
 - a. March 14, 2013
15. Review Action List
 - a. March 19, 2013
16. Correspondence, Reports of Interest
 - a. March 11, 2013 letter regarding trash on Township roads
17. Dates of Importance

Mar 18, 2013	Commerce Commission	7:00 PM
Mar 19, 2013	Board of Supervisors	7:00 PM
Mar 20, 2013	Police Commission	5:30 PM
Mar 23, 2013	Egg Hunt at East Goshen Park	10:00 AM
Mar 24, 2013	Rain Date for Egg Hunt	10:00 AM
Mar 25, 2013	Comp Plan Task Force	WILL NOT MEET
Mar 28, 2013	Farmers Market	3:30-6:00 PM
Mar 29, 2013	Office Closed	
	Good Friday	
April 2, 2013	Board of Supervisors	7:00 PM
April 3, 2013	Planning Commission	7:00 PM
April 4, 2013	Park Commission	7:00 PM
April 6, 2013	Keep East Goshen Beautiful Day	8:30 AM
April 8, 2013	Municipal Authority	7:00 PM
April 9, 2013	Mature Driver Training	9:00 AM
Apr 11, 2013	Mature Driver Training Continued	9:00 AM
Apr 27, 2013	DEA Nat'l Take Back Initiative	10-2 PM
	Turn in your unused or expired medications at the Giant Food Store at 1375 E. Boot Rd.	

Spring 2013 Newsletter:

Article Submission Date – March 1, 2013

Posted to Website – April 2, 2013

18. Public Comment – Hearing of Residents

19. Adjournment

The Chairperson, in his or her sole discretion, shall have the authority to rearrange the agenda in order to accommodate the needs of other board members, the public or an applicant.

**Westtown-East Goshen Regional Police Department
2013 Monthly Activity Reports**

UCR DESCRIPTION	EAST GOSHEN	WESTTOWN	THORNBURY	TOTAL	EAST GOSHEN	WESTTOWN	THORNBURY
	439	371	110	2463	1436	785	214
Totals	FEBRUARY			YTD			
Theft - \$200 & OVER-ALL OTHER	0	0	0	3	1	1	1
Theft - \$200 & OVER-AUTO ACCESSORIES	0	0	0	1	0	1	0
Theft - \$200 & OVER-FROM AUTO (EXCPT 0615)	2	1	0	6	2	3	1
Theft - \$200 & OVER-FROM BUILDINGS	5	2	1	12	6	5	1
Theft - \$200 & OVER-RETAIL THEFT	0	0	0	1	1	0	0
Theft - \$50 TO \$200-ALL OTHER	0	1	0	2	0	1	1
Theft - \$50 TO \$200-FROM AUTO (EXCPT 0625)	2	1	0	4	2	1	1
Theft - \$50 TO \$200-FROM BUILDINGS	0	0	0	1	1	0	0
Theft - ATTEMPTED-FROM AUTO (EXCEPT 0645)	2	1	0	3	2	1	0
Theft - ATTEMPTED-RETAIL THEFT	0	0	0	1	0	0	1
Theft - UNDER \$50-ALL OTHER	0	1	0	2	1	1	0
Theft - UNDER \$50-AUTO PARTS & ACCESSORIES	0	0	0	1	1	0	0
Theft - UNDER \$50-FROM AUTO (EXCEPT 0635)	2	6	0	9	2	7	0
Theft - UNDER \$50-RETAIL THEFT	0	2	0	6	0	4	2
TRAFFIC & PARKING PROBLEMS	9	10	6	43	17	18	8
TRAFFIC ACCIDENT	3	2	0	7	4	2	1
Traffic Accident - HIT & RUN	1	2	1	5	2	2	1
Traffic Accident - INJURIES	1	3	0	8	4	4	0
Traffic Accident - PROPERTY DAMAGE	13	17	6	107	38	58	11
Traffic Enforcement - WARNINGS	76	80	36	383	158	163	62
TRAFFIC OFFENSES	0	1	0	3	1	2	0
Traffic Related - OTHER TRAFFIC	0	1	2	9	1	5	3
Traffic Related - SIGNALS-SIGNS OUT	0	1	0	4	1	3	0
Traffic Related Services - REPORTS	0	1	0	2	1	1	0
TWP Ordinance - ABANDONED VEH (Including State)	0	2	0	3	1	2	0
TWP Ordinance - SOLICITING	2	0	0	6	5	0	1
UNAUTHORIZED USE OF A MV	1	0	0	2	2	0	0
Unlawful Entry - NO FORCE-RESIDENCE-DAY	0	0	0	1	1	0	0
Warrant - OUTSIDE AGENCY-ASSIST	0	0	0	1	0	1	0
Warrant - OUTSIDE AGENCY-SERVICE	0	0	0	441	439	2	0
WELLBEING CHECK	3	1	1	17	11	5	1
WIRES AND POLES DOWN	1	0	0	5	2	1	2
	439	371	110	2463	1436	785	214

**Westtown-East Goshen Regional Police Department
2013 Monthly Activity Reports**

UCR DESCRIPTION	EAST GOSHEN	WESTTOWN	THORNBURY	TOTAL	EAST GOSHEN	WESTTOWN	THORNBURY
	TOTALS	439	371	110	2463	1436	785
	FEBRUARY			YTD			
ASSIST OTHER AGENCIES	9			28			
911 HANG-UP	17	3	2	41	26	13	2
Alarm-FIRE	4	3	1	33	20	8	5
Alarm-POLICE	18	19	17	115	49	38	28
All Other - THREATS	0	0	0	1	0	1	0
All Other Offenses - FALSE FIRE ALARM	0	0	0	1	0	1	0
All Other Offenses - LITTERING	0	0	0	1	1	0	0
All Other Offenses - TRESPASSING	0	1	0	2	1	1	0
All Other - ORDINANCE VIOLATIONS	0	0	0	1	0	1	0
All Other - VANDALISM	0	0	0	1	0	1	0
All Other - VIOLATION PAROLE/PROBATION	0	0	0	1	0	1	0
AMBULANCE	73	29	3	220	160	51	9
Ambulance - MEDICAL FACILITY	72	14	0	188	149	39	0
Animal Complaints - BARKING DOGS	0	1	0	2	0	2	0
Animal Complaints - LOST/FOUND	1	6	1	14	4	7	3
Animal Complaints - OTHER	3	9	3	26	8	15	3
Animal Complaints - STRAY ANIMALS	2	0	0	3	2	0	1
Assault - ATROCIOUS- HANDS,FISTS,FEET	1	0	0	3	1	2	0
Assault - OTHER ASSAULTS (SIMPLE)	0	0	0	1	0	1	0
Assist Other Agencies - FIRE DEPT.	0	1	0	2	1	1	0
Assist Other Agencies - OTHER POLICE	2	4	4	20	7	8	5
Assist Other Agencies - ALL OTHERS	0	0	0	1	1	0	0
Burglary - FORCED ENTRY-NON RESID-NIGHT	0	1	0	1	0	1	0
CIVIL DISPUTE	0	2	0	6	2	4	0
Counterfeiting - USING	0	1	0	1	0	1	0
Criminal Mischief - ALL OTHER	4	1	0	7	5	2	0
Criminal Mischief - REPORTS	4	1	1	6	4	1	1
Criminal Mischief - TO AUTOMOBILES	4	2	0	7	5	2	0
Criminal Mischief - TO PUBLIC BUILDINGS	1	0	0	1	1	0	0
CUSTODY DISPUTE	0	1	0	5	2	2	1
DISABLED VEHICLE	6	11	2	32	11	16	5
DISORDERLY CCNDUCT	1	0	0	1	1	0	0
Disorderly Conduct - DISTURBING THE PEACE	5	2	0	18	13	4	1
Disturbances - DOMESTIC	0	3	0	14	7	7	0
Disturbances - JUVENILE	3	1	0	5	3	2	0
Disturbances - OTHER (FIGHTS,DISPUTES,ETC)	3	1	0	17	8	9	0
DOA	1	0	0	1	1	0	0

**Westtown-East Goshen Regional Police Department
2013 Monthly Activity Reports**

UCR DESCRIPTION	EAST GOSHEN	WESTTOWN	THORNBURY	TOTAL	EAST GOSHEN	WESTTOWN	THORNBURY
	439	371	110	2463	1436	785	214
	FEBRUARY			YTD			
Driving Under Influence - DRUGS -IMPAIRED	2	0	0	2	2	0	0
Driving Under Influence - ALCOHOL-IMPAIRED	1	1	0	4	2	2	0
Driving Under Influence - ALCOHOL	0	0	0	3	2	1	0
DRUG VIOLATIONS	0	3	2	14	6	6	2
ERRATIC DRIVER	5	10	2	45	12	28	5
Escort - CIVIL	0	2	0	5	0	5	0
FIRES (Excluding Arson)	3	4	1	19	11	6	2
FLIM FLAM	1	0	0	1	1	0	0
FOLLOW UP INFORMATION	8	9	0	41	17	23	1
FOUND/RECOVERED PROPERTY	1	1	0	2	1	1	0
FRAUD	4	2	0	8	6	2	0
Fraud - CREDIT CARDS	4	2	0	13	6	7	0
Fraud - ALL OTHER(FLIM FLAM,CONFIDENCE)	1	0	0	2	2	0	0
General reports - EAST GOSHEN	22	1	0	73	72	1	0
General reports - THORNBURY	0	0	5	16	0	2	14
General reports - WESTTOWN	0	38	0	71	0	71	0
HARASSMENT	0	0	1	2	0	0	2
HARASSMENT BY COMMUNICATION	6	1	1	19	9	9	1
HUNTING CALLS	0	0	0	2	0	1	1
KEYS LOCKED IN VEHICLE	4	4	1	24	11	10	3
LIQUOR LAW-UNDERAGE-PURCH,CONSP,POSSESS	0	0	0	3	1	1	1
Lost & Found - FOUND ARTICLES	0	1	0	5	2	3	0
Lost & Found - LOST ARTICLES	0	1	0	1	0	1	0
Lost & Found - MISSING ADULT FEMALES	0	3	0	3	0	3	0
Lost & Found - MISSING JUVENILE MALE	1	0	0	2	2	0	0
LOST/MISSING JPROPERTY	0	1	0	1	0	1	0
MENTAL HEALTH	2	1	1	12	8	3	1
NEIGHBOR DISPUTE	1	0	0	2	2	0	0
OFFENSES AGAINST FAMILY-CHILD ABUSE	0	0	0	1	0	1	0
POLICE INFORMATION	3	7	3	30	10	17	3
Protection from abuse order - SERVICE/VIOLATIONS	0	4	0	4	0	4	0
PUBLIC DRUNKENESS	0	0	0	1	0	1	0
SEX OFFENSES - REPORTS	0	0	0	1	1	0	0
Stolen Property - POSSESSING - MOTOR VEHICLE	0	1	0	2	1	1	0
Stolen Property - REPORTS (RECOVERY)	0	0	0	1	1	0	0
SUICIDES	1	0	0	2	2	0	0
SUSPICIOUS PERSONS,AUTOS,CIRCUMSTANCES	21	21	6	100	46	38	16



Malvern Fire Company

424 East King Street
 P.O. Box 435
 Malvern, PA 19355

Main 610-647-0693
 Fax 610-647-0249
www.malvernfireco.com

Monthly Fire Operations Report - February 2013

Calls for Month: 16		Year Total: 38		
Call Type	Malvern	Willistown	East Goshen	Other
Automatic Fire Alarm	1	5	0	1
Brush Fire	0	1	0	0
Carbon Monoxide Alarm	1	0	0	0
Cover Assignment	0	0	0	1
EMS Assist	1	1	0	0
Investigation - Inside	1	0	0	0
Structure Fire	0	1	0	2
MONTH TOTAL	4	8	0	4
YEAR TOTAL	7	22	2	7

Mutual Aid	Given	Received	Month Total	Year Total
Berwyn Fire Co.	0	0	0	1
East Whiteland Fire Co.	1	0	1	4
Fame Fire Co.	1	0	1	1
Goshen Fire Co.	2	0	2	5
Newtown Sq. Fire Co.	1	0	1	2
Paoli Fire Co.	0	0	0	2
Radnor Fire Co.	1	0	1	1

Total Value of Property & Contents	Total Month Loss	Total Year Loss	Total Saved
\$1,150,000	\$1,000	\$1,000	\$1,149,000

Number of Personnel Attending Calls	Year Total	Hours in Service	Year Total
156	364	127.48	216.61

Number of Training Sessions	Year Total	Hours in Service	Year Total
3	7	96	214

Number of Special Assignments	Year Total	Hours in Service	Year Total
3	4	47.5	49

Total Hours in Service (Month)	Total Hours in Service (Year)
270.98	479.11

Memo

To: Board of Supervisors
From: Jon Altshul
Re: February 2013 Financial Report
Date: March 12, 2013

As of February 28, 2013, the general fund had a positive variance, compared to the year-to-date budget, of \$537,927. Expenses are \$78,692 under-budget, while revenues are \$459,235 over-budget. For the year, revenues exceed expenditures by \$126,778. On the revenue side, the positive variances are due to:

- A very strong month for Earned Income Tax, which is \$318,592 over-budget. February—along with May, August and November—tend to be strong months for EIT, as this is when the large payroll processors file their EIT returns for the previous quarter. Because these receipts still primarily reflect income earned in 2012, it is still too early to know whether the “fiscal cliff” might be having a negative impact on our tax collections.
- Real Estate Tax was \$25,965 over-budget, although we expect that this will be offset by less collections in March.
- Real Estate Transfer Tax has begun the year strongly, with a positive variance of \$26,295, reflecting 44 residential transactions in January and 35 in December (there were no true commercial transactions during this period). We are hopeful that this bodes well for the real estate market in 2013.
- The 2012 police credit of \$39,062. This will be reclassified in March to offset expenses.
- High engineering recharge revenue (which is offset by recharge expenses) for various development projects.

On the expense side, savings in Public Works (\$67,613 under-budget) and Park and Recreation (\$23,417 under-budget) are significant, although it is still too early in the year to draw firm conclusions about expenditure trends.

Other funds

- The State Liquid Fuel Fund has no revenues or expenses year-to-date
- The Capital Reserve Fund has \$1,620 in revenues (all interest) and \$29,765 in expenses so far in 2013. For the year, it has a positive budget variance of \$10,572.
- The Transportation Fund has \$682 in revenues (all interest) and no expenses so far in 2013. For the year, it has a positive budget variance of \$4,549.
- The Sewer Operating Fund has \$758,504 in revenues and \$465,399 in expenses so far in 2013. For the year, it has a positive budget variance of \$45,818.
- The Refuse Fund has \$238,089 in revenues and \$156,883 in expenses so far in 2013. For the year, it has a positive budget variance of \$1,825.
- The Sewer Capital Reserve Fund has \$447 in revenue (all interest) and \$30,000 in expenses (a transfer to the Municipal Authority). For the year, it has a positive budget variance of \$62,825.

EAST GOSHEN TOWNSHIP
FEBRUARY 2013 FINANCIAL RESULTS
February 28, 2012

Account Title	Annual Budget	Y-T-D Budget	Y-T-D Actual	Budget-Actual Variance
GENERAL FUND				
EMERGENCY SERVICES EXPENSE	3,587,260	1,038,013	1,036,858	(1,155)
PUBLIC WORKS EXPENSE	2,344,518	356,933	289,320	(67,613)
ADMINISTRATION EXPENSES	2,120,392	303,456	309,753	6,297
ZONING/PERMITS/CODES EXPENSES*	473,095	70,286	77,481	7,195
PARK AND RECREATION EXPENSES	785,482	67,271	43,854	(23,417)
TOTAL CORE FUNCTION EXPENSES	9,310,747	1,835,959	1,757,267	(78,692)
EMERGENCY SERVICES REVENUE	51,643	6,763	43,279	36,516
PUBLIC WORKS REVENUE	846,600	272	823	551
ADMINISTRATIVE REVENUES	309,797	32,382	60,226	27,844
CODES REVENUE	275,825	30,812	29,433	(1,379)
PARK AND REC REVENUE	114,183	12,708	18,630	5,922
TOTAL CORE FUNCTION REVENUES	1,598,048	82,937	152,390	69,453
NET EMERGENCY SERVICES	3,535,617	1,031,250	993,579	(37,671)
NET PUBLIC WORKS	1,497,918	356,661	288,497	(68,164)
NET ADMINISTRATION	1,810,595	271,074	249,528	(21,546)
NET CODES	197,270	39,474	48,047	8,573
NET PARK AND REC	671,299	54,563	25,225	(29,338)
CORE FUNCTION NET SUBTOTAL	7,712,699	1,753,022	1,604,877	(148,145)
DEBT - PRINCIPAL	436,000	0	0	0
DEBT - INTEREST	208,182	35,050	35,050	(0)
TOTAL DEBT	644,182	35,050	35,050	(0)
TOTAL CORE FUNCTION NET	8,356,881	1,788,072	1,639,926	(148,146)
NON-CORE FUNCTION REVENUE				
REAL ESTATE PROPERTY TAX	2,001,978	415,957	441,922	25,965
OTHER INCOME	48,132	4,111	6,313	2,202
CABLE TV FRANCHISE	410,000	101,066	105,000	3,934
REAL ESTATE TRANSFER TAX	500,000	83,333	109,628	26,295
EARNED INCOME TAXES	4,631,700	717,688	1,036,280	318,592
LOCAL SERVICES TAX	315,000	54,768	67,561	12,793
TOTAL NON CORE FUNCTION REVENUE	7,906,810	1,376,923	1,766,704	389,781
NET RESULT	(450,071)	(411,149)	126,778	537,927

* Note \$2,300 increase in annual budget for Conservancy Board supplemental appropriation

Proof of Publication of Notice in the Daily Local News

Under Newspaper Advertising Act No. 587, Approved May 16, 1929 RECEIVED

MAR 11 2013

State of Pennsylvania
County of Chester

{ss:

{No.

Term, 2013

BY

Patricia Sigda, Legal Representative of the Daily Local News Company, a corporation, of the County and State aforesaid, being duly affirmed, deposes and says that the Daily Local News, a newspaper of general circulation, published at 250 N. Bradford, Ave., West Chester, PA, County and State aforesaid, was established November 19, 1872, and Incorporated December 11, 1911, since which date the Daily Local News has been regularly issued in said county, and that the printed notice or publication attached hereto is exactly the same as printed and published in the regular editions and issues of the said Daily Local News on the following dates viz:

March 8

A.D. 2013

Affiant further deposes that he/she is the proper person duly authorized by the Daily Local News Company, a corporation, publishers of said Daily Local News, a newspaper of general circulation, to verify the foregoing statement under oath, and that affiant is not interested in the subject matter of the aforesaid notice or going statements as to time, place and character of publication

EAST GOSHENTOWNSHIP (Chester County, Pennsylvania) CONCISE STATEMENT OF ASSETS, LIABILITIES AND NET ASSETS -- CASH BASIS December 31, 2012	
ASSETS	
Cash and cash equivalents	\$ 13,237,950
Investments	3,260,605
	\$ 16,498,555
LIABILITIES AND NET ASSETS	
LIABILITIES	
Other liabilities	6,719
NET ASSETS	16,491,836
TOTAL LIABILITIES AND NET ASSETS	\$ 16,498,555
CONCISE STATEMENT OF REVENUES AND EXPENSES -- CASH BASIS Year Ended December 31, 2012	
REVENUES	\$ 15,009,761
EXPENSES	13,302,676
CHANGE IN NET ASSETS	1,707,085
NET ASSETS AT BEGINNING OF YEAR	14,784,751
NET ASSETS AT END OF YEAR	\$ 16,491,836
CAPITAL ASSETS NET OF ACCUMULATED DEPRECIATION AT DECEMBER 31, 2012	\$ 21,426,725
GROSS DEBT OF THE TOWNSHIP AT DECEMBER 31, 2012	\$ 15,322,778
TOTAL ASSESSED VALUE OF REAL ESTATE AT DECEMBER 31, 2012	\$ 1,628,940,936

A complete copy of the audited financial statements prepared by independent certified public accountants will be available beginning April 1, 2013 for public inspection in the Township's office, Monday through Friday, between the hours of 8:00 a.m. and 4:00 p.m. The Township's office is located at 1580 Paoli Pike, West Chester, Pennsylvania.

Patricia Sigda

affirmed to and subscribed before me this 8

day of March 2013

Jon Altshul
Notary Public

STATE OF PENNSYLVANIA
My Commission Expires:
Beverly A. Wolfe, Notary Public
East Bradford Twp., Chester County
My Commission Expires June 4th, 2013
Member, Pennsylvania Association of Notaries

Jon Altshul, Chief Financial Officer

East Goshen Township

1580 Paoli Pike

West Chester, PA 19380

To DAILY LOCAL NEWS COMPANY, Dr.
For publishing the notice or publication attached
hereto on the above stated dates\$
Probating same\$
Total\$

Publisher's Receipt for Advertising Costs

The Daily Local News Company, a corporation, publishers of the Daily Local News, a newspaper of general circulation, hereby acknowledges receipt of the aforesaid notice and publication costs and certifies that the same has been duly paid.

DAILY LOCAL NEWS, a Corporation, Publishers of the DAILY LOCAL NEWS, a newspaper of General Circulation.

Memo
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

Date: March 19, 2013
To: Board of Supervisors
From: Amber Cifrese, Graduate Intern
Re: Refuse and Recycling Questionnaire

In response to the March 5, 2013 Board of Supervisors meeting, we have prepared a draft refuse survey for your consideration and a proposed methodology for administering it. This draft survey assumes that the BOS decides to administer a survey prior to soliciting bids. This draft has not yet been pre-tested.

To ensure that the results are representative of East Goshen residents' opinions, this would be a completely random survey of the 3,347 township residents who receive refuse/recycling services, based on our billing files. No specific demographic group would be targeted, although basic demographic information is requested, which would allow us to cross-tabulate based on household size.

We would propose that a self-addressed stamped envelope be enclosed with the survey in order increase response rates. Thus, the total Township cost would be approximately \$1 per survey (i.e. 2 stamps and 2 envelopes). Given those costs, we would seek guidance on how many surveys to send out. The more surveys that are sent, the smaller the confidence interval (margin of error) would be. The table below provides estimated costs and confidence intervals for various sample sizes, assuming that we have a 50% response rate.

	Sample Size	Township Cost	Estimated Response Rate	Estimated Number of Responses	Margin of Error
Option 1	500	\$500	50%	250	+/- 6%
Option 2	1000	\$1,000	50%	500	+/- 4%
Option 3	1,600	\$1,600	50%	800	+/- 3%

East Goshen Township Refuse & Recycling Questionnaire

Dear East Goshen Township Resident:

As you know, East Goshen Township provides the following refuse and recycling services:

- Unlimited trash pick-up 2 times per week
- Recycling pick-up 1 time per week
- Numerous yard/leaf waste pick-ups throughout the year
- Bulk trash collection 1 time a month

For the past three years, the refuse/recycling rate has been a flat \$69.88 per quarter, or \$279.52 per year, one of the lowest in the area.

The Township's contract for refuse and recycling services is scheduled to expire at the end of 2013. As we begin to solicit bids for a new contract, we are interested in learning more about your thoughts on these services. We would be grateful if you could complete the following brief questionnaire and return it in the enclosed self-addressed stamped envelope by Date XX, 2013.

Your valuable feedback is greatly appreciated!

Background Information

1. How many people currently reside at your address?
 - a. 1
 - b. 2
 - c. 3
 - d. 4
 - e. 5
 - f. 6 or more
2. Are there typically extended periods of time throughout the year in which you reside in another location (e.g. due to extended vacations or owning other residences)?
 - a. Yes
 - b. No

Number of Trash Pick-Ups Per Week

Would you support a change from the current two (2) trash pick-up per week to a single weekly trash pick-up if the result was that:

3. The refuse/recycling rate were \$4 less per quarter (\$16 less per year)?
 - a. Yes
 - b. No
4. The refuse/recycling rate were \$8 less per quarter (\$32 less per year)
 - a. Yes
 - b. No
5. The refuse/recycling rate were \$12 less per quarter (\$48 less per year)
 - a. Yes
 - b. No

“Pay As You Throw”

Please read and carefully consider the pros and cons of the following two alternative trash collection options before answering question #6:

➤ **Full Pay-As-You-Throw Service**

Some municipalities in the area offer a “pay-as-you-throw” refuse service, whereby residents purchase special bags from either area retail stores or directly from their municipality, at a cost of roughly \$2.50 per bag. Residents of those communities can only throw out trash in those special bags. However, residents of these communities still pay an annual recycling fee of approximately \$50 per year (\$12.50 per quarter).

➤ **Hybrid “Pay-As-You-Throw” Service**

Refuse service can also be structured to combine the “pay-as-you-throw” model with traditional trash collection. For example, a municipality could charge one base rate that covers recycling and pick-up of one 32-gallon trash can (for perspective, a 32-gallon trash can is typically the smallest sized curbside can available at a hardware store). If a resident wants to put out more trash than what fits in the 32-gallon can, the resident could purchase one or more stickers each year to affix on additional cans. This hybrid option might lower the base rate by approximately \$7.50 per quarter (or \$30 per year) compared to the current unlimited refuse rate. At the same time, the annual cost of a sticker for each additional 32-gallon might be approximately \$5 per year.

6. Keeping in mind the pros and cons of each plan based on your household’s trash usage, **please rank the following options on a scale of 1-3, with 1 as the best option and 3 as the worst option***:

- ___ Unlimited trash pick-up (current service)
- ___ Full “pay-as-you-throw” (all trash must be disposed of in special bags)
- ___ Hybrid “pay-as-you-throw” (one 32 gallon can picked up, additional cans picked up only with sticker attached)

**Note that under all three options, recycling services would remain the same.*

Final Thoughts

In the space below, we would be grateful to hear any other comments or concerns you have about refuse and recycling services in East Goshen Township.

East Goshen Township would like to thank you for your participation!

Memo
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

Voice (610) 692-7171

Fax (610) 425-8950

E-mail rsmith@eastgoshen.org

Date: March 12, 2013

To: Board of Supervisors

From: Rick Smith, Township Manager

Re: Ethics Forms

Historically we have requested that all ABC members complete the State Ethics Form. At the Park and Rec Commission meeting last month a question was raised as to whether or not they would be considered an "Advisory Board" under the Ethics Act and therefore be exempt for the requirement to file the form. I wrote to the Ethics Commission for an advisory opinion on the Park Commission and was advised that I as Township Manager did not have standing to request such an opinion. (attached)

In order to resolve this issue I would suggest that the Board of Supervisors adopt a motion requesting such an advisory opinion from the Ethics Commission on this question for Park Commission, Planning Commission, Historical Commission, Conservancy Board, Commerce Commission, Pension Committee, and Deer Management Committee.

BOARD OF SUPERVISORS

EAST GOSHEN TOWNSHIP

CHESTER COUNTY

1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

February 28, 2013

Pennsylvania State Ethics Commission
Room 309 Finance Building
P.O. Box 11470
Harrisburg, PA 17108-1470

Re: Statement of Financial Interest Forms

To Whom It May Concern:

In 2008 a southeastern Pennsylvania municipality was audited by the State Ethics Commission with regard to the Statement of Financial Interest Forms that are required to be filled out yearly. As a result of that audit, there is some confusion as to which authorities, boards and commissions are required to fill out the Statement of Financial Interest Forms. The Ethics Commission's Statement of Financial Interests form states as follows:

“C. Public Officials – Persons serving as current state/county/local public officials (elected or appointed). The term includes persons serving as alternates/designees. *The term excludes members of purely advisory boards.*”

We would appreciate clarification of what constitutes an “advisory board”. What is the definition of “advisory board”? In particular, how the definition relates to the East Goshen Township Park and Recreation Commission (Ordinance to create the Commission is attached). Would our Park and Recreation Commission fall into the exclusionary category of “purely advisory board” and, therefore, not be required to fill out an ethics form?

Thank you for your help in this matter.

If you have any questions or need additional information please do not hesitate to contact me at 610-692-7171 or email me at rsmith@eastgoshen.org.

Sincerely,

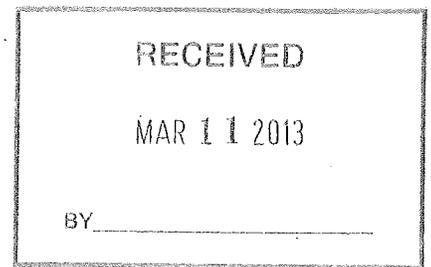


Louis F. Smith, Jr., Township Manager

nns
attachment



STATE ETHICS COMMISSION
309 FINANCE BUILDING
P.O. BOX 11470
HARRISBURG, PA 17108-1470
(717) 783-1610
1-800-932-0936



March 7, 2013

Louis F. Smith, Township Manager
Board of Supervisors
East Goshen Township
Chester County
1580 Paoli Pike
West Chester, PA 19380-6199

Dear Mr. Smith:

On March 4, 2013, the State Ethics Commission ("Commission") received your letter dated February 28, 2013, by which you requested an advisory pursuant to the Public Official and Employee Ethics Act, 65 Pa.C.S. § 1101 et seq.

By law, the only persons or entities which have the authority or "standing" to request an advisory are: (1) the person whose conduct is in question or his authorized representative; (2) the appointing authority of the person whose conduct is in question; and (3) the present employer of the person whose conduct is in question. 65 Pa.C.S. §§ 1107 (10), (11). Where the appointing authority or employer is a board, majority action by the board is required to authorize the request.

If you will confirm in writing that your inquiry has been expressly authorized by the person(s) whose conduct is in question, or by majority vote of the appointing authority, then the Commission will review the matter as an advice/opinion request.

Your advisory request will be held in abeyance pending receipt of confirmation of your standing to submit the advisory request.

If you have any questions as to the above, please do not hesitate to telephone me at 1-800-932-0936 or (717) 783-1610.

Very truly yours,

Robin M. Hittie
Chief Counsel

RMH/etr



WILLISTOWN TOWNSHIP

40 Lloyd Avenue, Suite 204-206, Malvern, PA 19355 ~ www.willistown.pa.us ~ 610-647-5300

Rick Smith, East Goshen Township Manager
1580 Paoli Pike
West Chester, PA 19380

Dear Mr. Smith,

3-11-13

As we discussed, the Township is submitting a land acquisition grant to the State Department of Conservation and Natural Resources (DCNR) which requires that the Township describe notify any adjacent municipalities impacted by the project. Please consider this letter a formal request for a project comment letter.

The 20.2 acre wooded Spinelli property is located in the headwaters of Ridley Creek at 143 Line Road, along the border of Willistown and East Goshen Townships. The property is contiguous with over 390 acres of protected open and recreational space with existing trails (Site Context Map attached) including the Natural Lands Trust's 125 acre Willisbrook Preserve and Sugartown Serpentine Barrens—a PA Natural Diversity Index (PNDI) and DCNR PA Wild Plant Sanctuary site, almost 65 acres of contiguous woodland, and 141 acres of private lands under conservation and agricultural easement.

The Spinelli parcel is not only a buffer to the Serpentine Barrens PNDI site, but also a potential PNDI site itself. A PNDI search resulted in DCNR identifying the Spinelli property as potentially housing threatened and endangered and/or special concern species and resources related to the serpentine geology of the area. Protection of the Spinelli Property coincides with *The Natural Resources Protection Plan Action Plan Recommendations* of East Goshen Township's 2005 Comprehensive Plan (the Plan) 4A, to "prohibit development within highly sensitive environmental areas", 4A-2 to "protect serpentine as a unique natural resource", and 4A-3 to "promote woodland preservation".

The Spinelli property is also located adjacent to East Goshen's 100 acre Applebrook Park, with 3 miles of trails, and the 55 acre East Goshen Township Park, with almost 1 mile of trails. This open space along with that in Willistown comprises scenic vistas along Line Road and Paoli Pike, and has numerous "scenic vista" designations in the Plan including "Scenic vista – looking east into Willistown Township, which are areas of open lands, fallow and active agriculture, and woodlands" and the designation of Line Road as a "Scenic Road; designated primarily because of the beautiful agricultural and open space found adjacent to the roads..." Protecting this property is in accordance with the Plan's Chapter 10 — *Natural Resources Protection Plan Action Plan Recommendations* 4C, to "protect scenic vistas and publicly owned open space from the impacts of development", and 4D to "protect the headwaters of the Ridley Creek..."

The Township's purchase of the Spinelli Property will expand the existing park and open space network of both townships and will provide much needed public parking access from Line Road. This expansion coincides with the following East Goshen Comprehensive Plan Recreational Facilities and Activities

Plan Action Plan Recommendations: 6C, to “participate in and plan for regional recreation programs, activities, and facilities”, and 6D to “use trails to provide recreational opportunities and/or link residential communities with East Goshen Parks, open space and area merchants.”

The Plan discussion states, “Coordination among West Chester area municipalities is a critical means to pool municipal recreation resources and work cooperatively to create a regional approach to recreation and cultural programming.” The possibility of connecting approximately 5 miles of trails over 215 acres in Willistown on the east side of Line Road to the existing 4+/- miles of trails throughout the 155 acres of Applebrook and East Goshen Parks in East Goshen, and the proposed 2.5 mile East Goshen trail connecting East Goshen Park south to Willistown Conservation Trust’s 55 acre Ashbridge Preserve is very exciting as adds up to an extensive local public trail system that links multiple recreation destinations across municipal boundaries! (Trail Network Map and Willistown/East Goshen Recreation Destinations Map attached.)

Please let me know if I can provide any further information.

Thank you for your time,



Mary H. McLoughlin, Director of Parks & Recreation
610-647-5300 x224 mmcloughlin@willistown.pa.us
cc: David R. Burman, Township Manager

Spinelli Site Context Map

COUNTY OF CHESTER
PENNSYLVANIA



PARID 4495 0010000
 UPI 54-5-1
 Owner 1 SPINELLI JOSEPH JR
 Owner 2
 Mailing Address 1 C/O JOSEPH J
 SPINELLI III
 144 W MARKET ST
 WEST CHESTER PA
 19382
 Mailing Address 2
 Mailing Address 3
 ZIP Code 19382
 Deed Book 1765
 Deed Page 971987
 Deed Recorded Date 5/1/1987
 Legal Desc 1 ESTLNK ROAD
 Legal Desc 2 1.9 AC DWG & GRN
 Acres 1.940
 LLC
 Lot Association 590,300
 Property Assessment 56,380
 Total Assessment 596,680
 Assessment Desc 127197072
 Property Address 143 LING RD
 Municipality WILLOSTOWN
 School District GREAT VALLEY

Map Created:
Friday, February 8, 2013



County of Chester

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Map Scale: 1 inch = 1333 feet

1. SPINELLI
2. Natural Gas
3. Greater Chester Valley Soccer
4. Township
5. Avenue Road PA 19382
6. East Chester Park

BOARD OF SUPERVISORS

EAST GOSHEN TOWNSHIP

CHESTER COUNTY

1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

March 19, 2013

Ms. Mary H. McLoughlin, Director of Parks & Recreation
Willistown Township
40 Lloyd Avenue, Suite 204-206
Malvern, PA 19355

Re: Willistown Township's Pennsylvania Department of Conservation and Natural Resource Grant application for the Spinelli Property on Line Road.

Dear Mary:

I am writing to inform you that at their meeting on March 19, 2013 the East Goshen Township Board of Supervisors expressed its support for the proposed acquisition of the Spinelli property by Willistown Township.

Willistown Township's acquisition of the Spinelli property, located on the eastern border of East Goshen Township, coincides with many of the objectives of East Goshen's 2005 Comprehensive Plan. East Goshen Township is committed to open space and natural resource preservation and to providing outstanding recreational opportunities to its residents.

The Comprehensive Plan suggests coordinating with other municipalities on recreational opportunities. With this in mind and considering the proximity of this property to the 155 acres of park land in East Goshen and the 210 acres of the same in Willistown Township the East Goshen Township Board of Supervisors supports Willistown's acquisition of the Spinelli property.

Sincerely,

Louis F. Smith, Jr.
Township Manager

Memo

To: Board of Supervisors

From: Tia Piccolo

Date: March 13, 2013

Re: Sewer/Refuse Collection Process for Sheriff Sales

The current Sewer/Refuse Collection Resolution No. 2011-44 does not include direction on how to proceed when a delinquent account goes into foreclosure, thus resulting in a Sheriff Sale.

I recommend that the sewer and refuse account collection policy be amended to include a process for Sheriff Sale.

With the addition of this Sheriff Sale collection process it will allow us to collect upon these accounts without question of being within our legal rights.

Rick, Jon and I spoke with Kristin Camp on adding this to the resolution, and she agreed that it is good to have this process in place.

**EAST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2013- 44

**A RESOLUTION ESTABLISHING THE PROCEDURE FOR
THE COLLECTION SEWER & REFUSE ACCOUNT FEES**

BE IT RESOLVED THAT the East Goshen Township Board of Supervisors hereby establishes the following collection procedures for delinquent sewer and refuse accounts.

1. Pursuant to the East Goshen Township Code (specifically Chapter 188 titled "Sewers" and Chapter 194 titled "Solid Waste") all bills are due within 45 days of the date of the bill. If the quarterly bill is not paid by the 45th day after the date of the bill, the Township will send the property owner(s) a late notice and impose a penalty of 10% of the amount owed. When the 45th day falls on either a weekend or holiday on which the Township building is closed, payments that are received before the close of the business the next business day immediately following the 45th day shall be deemed to have been paid on time and no penalty shall be applied.

2. If the quarterly bill is not paid by the 60th day after the date of the bill, the Township will impose interest at the rate of $\frac{3}{4}$ of 1% or a fraction thereof of the amount owed per month (9% per year).

3. If the property owner(s) fails to pay the quarterly bill for two consecutive quarters, the Township will send the property owner(s) a letter that outlines the collection process, when payment is expected and the options available to the property owner(s). The property owner(s) shall have 30 days from the date of the letter to pay the balance due or establish a payment agreement.

4. If the property owner(s) fails to pay the balance due or enter into a payment agreement with the Township, within 30 days of step 3 above the account will be turned over to the Township Solicitor who will send the property owner(s) a letter by regular and certified mail return receipt advising them that the account is past due and that they have 30 days from the date that they received the letter to bring the account current or a municipal lien will be filed with the Prothonotary's Office of the Court of Common Pleas of Chester County against the property for the amount that is currently past due including any interest, penalties, attorney's fees, administrative fees and filing costs.

5. If the property owner(s) refuses to accept the certified mail, the Solicitor will send the property owner(s) another letter by regular mail advising them that the account is past due and that they have 10 days from the date of the mailing of the aforementioned letter to bring the account current or a municipal lien will be filed for the amount that is currently past due including any interest, penalties, attorney's fees, administrative fees and filing costs.

6. If payment is not received within 30 days of the property owner(s)'s receipt of the letter sent pursuant to step 4 above, or within 10 days of the date of the mailing of the letter sent pursuant to step 5 above, the Solicitor will file a municipal lien for the amount that is currently past due including any interest, penalties, attorney's fees, administrative fees and filing costs. The municipal lien will continue to accrue interest as stated above on any past due amount and any additional past due amounts will be added to the municipal lien. Any account that is leined and which the property owner(s) has made no attempt at payment will be re-leined on an annual basis.

7. When a delinquent account exceeds \$3,000.00, but is less than \$8,000.00, the Board of Supervisors may authorize filing a civil complaint with the District Court seeking a judgment against the property owner(s) for the amount that is currently past due including any interest, penalties, attorneys fees, administrative fees and filing fees incurred in the collection of the account. If a judgment is obtained against the property owner(s), the Township may seek to collect said judgment first by filing a Writ of Execution with the District Court which would in turn be executed against the personal property of the property owner(s).

8. The Township may transfer the District Court judgment to the Court of Common Pleas of Chester County so that the judgment can then be enforced against the property owner(s) real property.

9. If the Township is able to collect the judgment, the Township will satisfy the municipal lien.

10. In the event that the Township is notified by the Court of Common Pleas of an impending Sheriff Sale of Real Property in the Township, the Township will immediately request that the Township Solicitor take the necessary steps to protect the Township's exposure including, but not limited to, contacting the appropriate party for payment or filing a lien for the balance owed.

RESOLVED AND ADOPTED, this 19th day of March, 2013.

NEW

ATTEST:

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS**

Secretary

Memo

To: Board of Supervisors
From: Jon Altshul
Re: Employee Incentive Program
Date: March 12, 2013

At the March 5 Board of Supervisors meeting, Dr. Clapper suggested that the Township develop an employee cost-savings incentive program. To that end, we would like to recommend the following proposal:

- 1) Employees who identify implementable cost saving ideas to their respective managers are eligible for Wawa gift cards of either \$50 or \$100. The expectation is that most gift certificates would be for \$50, and only proposals that result in extraordinary savings would be eligible for \$100.
- 2) Exempt employees (the Township Manager, CFO/Treasurer, Zoning Officer, Director of Public Works, and Director of Recreation) shall not be eligible.
- 3) To be eligible for a gift card, non-exempt employees must recommend cost savings ideas that a) have recently been implemented or will soon be implemented and b) result in either quantifiable cost savings of more than a trivial amount of money or substantially streamlined processes or procedures. Generally, identifying a lower cost vendor than the one currently being used for Township goods or services would not be the basis for receiving a gift card, unless an employee went "above and beyond" normal expectations in finding the best price.
- 4) The awards shall be determined by the Township Manager, based on recommendations from the employee's respective manager.
- 5) It is the expectation that no more than \$500 will be budgeted for this purpose in any future year.
- 6) As part of the quarterly financial report to the Board of Supervisors, the CFO/Treasurer will identify recipients, if any, of gift certificates over the past three months and the reason for the award.

BOARD OF SUPERVISORS
EAST GOSHEN TOWNSHIP
CHESTER COUNTY
1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

March 15, 2013

To: Board of Supervisors

From: Mark Miller

Re: Mower replacement

We are scheduled to replace two zero radius mowers. When I contacted Conway Power for pricing I was told that they had two 2012 left over mowers in stock, which would be \$1088.00 less than the 2013 models.

Below is PA State Contract Pricing #2420-01

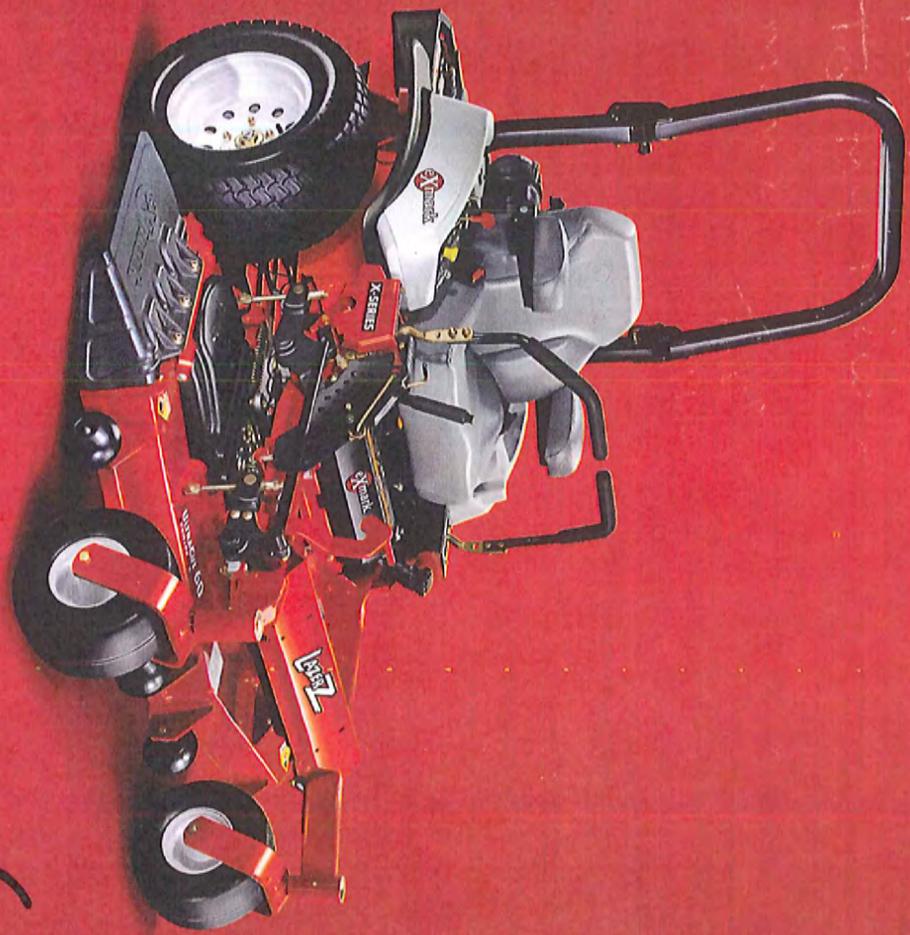
Two Ex-Mark LZ749EKC606 – X Series Laser Mowers 30 HP fuel injected 60" mower deck, roll over protection.

\$9,401.00 each = \$18,802.00

Less trade-ins - \$3,200.00 each = \$6,400.00

Total - \$12,402.00

2012



68" Deck
38 h.p.
Fuel Injector

BOARD OF SUPERVISORS
EAST GOSHEN TOWNSHIP
CHESTER COUNTY
1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

March 15, 2013

To: Board of Supervisors

From: Mark Miller

Re: Replacement of 2000 F350

We are scheduled to replace the 2000 F350 pick-up truck. The truck has 110,000 miles and 5000 engine hours. The underside of the body has significant rust, the front has been damaged from years of snow plowing. I contacted four dealers for pricing; Hoskins Ford has submitted the lowest price. All pricing is on PA Costars Program.

Truck price - \$31,605.00

Fisher 8' snow plow - \$5670.00

Highway safety lighting - \$1850.00

Township radio and installation \$500.00

Total - \$39,625.00

Memo
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

Voice (610) 692-7171

Fax (610) 425-8950

E-mail rsmith@eastgoshen.org

Date: March 15, 2013

To: Board of Supervisors

From: Rick Smith, Township Manager

Re: Light Fixture Bids



Attached are the bid results to retrofit the light fixtures at the Municipal Complex.

Jon estimates that the project will break even in 7-8 years.

Recommend that we award the bid to Delta T. Mechanical.

Light Fixture Bid Tabulation
 March 12, 2013

Complete				Bid Signed	Acknowledge Addendum	Catalog Cuts
Delta T. Mechanical	Mohnton	PA	\$17,451.53	Yes	Yes	Yes
Charles A. Higgins and Sons	Media	PA	\$19,657.31	Yes	Yes	Yes
Simms PMG/Hunt Consulting	Laurel	MD	\$20,569.00	Yes	Yes	Yes
Lenni Electric	West Chester	PA	\$20,886.00	Yes	Yes	Yes
James Kemler	Malvern	PA	\$21,702.45	Yes	Yes	Yes
Green Edge Lighting	Mechanicsville	VA	\$21,927.55	Yes	No	Yes

Incomplete				Bid Signed	Acknowledge Addendum	Catalog Cuts
Cook's Service Co, Inc.	Avondale	PA	\$7,314.85	Yes	Yes	No

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**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
March 5, 2013
Draft Minutes**

Present: Chairman Senya D. Isayeff, Vice-Chairman Carmen Battavio, and Supervisors Marty Shane and Thom Clapper. Supervisor Chuck Proctor was absent. Also present were Township Manager Rick Smith, CFO Jon Altshul, Kathryn Yahraes (Historical Commission), Erich Meyer and John Jamgochian (Park & Rec) and Susan Carty (Planning Commission). Amber Cifrese (Graduate Intern) was also present for a portion of the meeting.

Call to Order & Pledge of Allegiance

Senya called the meeting to order at 7:00pm and asked Erich Meyer 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

Joy Vining-Crozier, Raewyck Drive – Said the residents were told at the last Police Commission meeting to attend this meeting tonight to have their concerns addressed. She stated she would like the four-year college degree requirement for the new police chief to be removed.

Senya noted that the Township's Police Commissioner Chuck Proctor was absent due to a death in the family or he would have him address this issue. Senya stated that in 2011, the boards of East Goshen and Westtown worked with the PA Police Chiefs Commission to draft the requirements for the job. The boards decided jointly to engage a search committee under the new contract that was reached last year. They agreed to seek candidates with four-year college degrees or higher levels of education, with command experience, and with a strong financial knowledge. Ms. Vining-Crozier asked if the education requirement was reconsidered as the residents were told it would be at a Police Commission meeting. Senya said no; that Chuck Proctor was misquoted in the *Daily Local*. Ms. Vining-Crozier said Mr. Proctor was not misquoted because she has the record of the Police Commission meeting. Senya said that Chuck could address the matter at a future meeting.

Ms. Vining-Crozier asked Carmen why Lt. Cahill was told he had the job and then the promise was walked back. Carmen said at one point it was discussed as a good idea to have an internal candidate fill the role, but nothing was promised.

Senya said this topic would have to be continued at the end of the meeting once the agenda items had been covered.

1 **Chairman's Report**

2 Senya announced that the Board met in Executive Session on February 21 to discuss a personnel
3 matter.

4
5 **Comprehensive Plan Update**

6 In Chuck's absence, Marty (Chuck's alternate) reported on the first Comp Plan Task Force
7 meeting. The group agreed to pay invoices as they go. Susan Carty was elected Chairperson,
8 with Dan Daley as Vice Chairman. Marty recommended Supervisors hold a special meeting to
9 determine what information they need to provide to the consultant.

10
11 **Financial Report**

12 Jon Altshul reported that the auditors completed their on-site work last week.

13
14 **Refuse & Recycling Survey**

15 Graduate Intern Amber Cifrese introduced herself and gave a summary of the information
16 collected from a survey of ten nearby municipalities regarding their refuse/recycling contracts.

17
18 Jon Altshul noted that East Goshen has a more robust program than any of the municipalities in
19 the survey at one of the lowest costs to residents.

20
21 Marty said he is still in favor of doing a statistically valid survey of residents to provide the
22 Board with more information and to give a higher degree of comfort with whatever decision is
23 reached. Thom wondered if the Township should get bids before conducting the survey. Marty
24 said he would like to do the survey first. Jon said he was not sure it would be practical from a
25 time perspective to get the bids first, as it would put staff under a time crunch to get the survey
26 done in time.

27
28 Carmen said that for the upcoming contract he would like the Board and staff to consider if there
29 is any way of accommodating residents who are "snowbirds." Jon said it would probably be
30 administratively challenging to do that.

31
32 Carmen said he agreed with Marty that it would be best to do the survey before getting bids.
33 He said he believes the Township has enough information from previous bids that can be
34 extrapolated for use as a basis for formulating questions.

35
36 Senya said he would like to get bids before deciding on doing a survey.

37
38 Rick offered that the Board could compile a list of survey questions while getting the bids, and
39 then plug in the numbers as the information comes in. That would help to get the survey out in a
40 timely manner.

41
42 Senya asked how many complaints the Township receives concerning the cost of trash service
43 and Rick said very few. Marty noted that the cost came down for this last contract and the
44 quality of service went up with the new hauler, so of course there would be few complaints.
45 Marty said because Amber is here at the Township for a short time and is capable of conducting
46 the survey why not go ahead and do it.

1
2 Senya asked Ed McFalls (in the audience) if Hershey's Mill has had complaints about their
3 twice-weekly trash pickup. Mr. McFalls said there are not many complaints.

4
5 Thom asked what would happen if the survey comes back with 60% of households in favor of
6 weekly trash pickups. Would the Township still have an obligation to those in favor of twice-
7 weekly pickups? Marty said if the cost difference between weekly and twice-weekly is
8 significant enough, folks may reconsider their opinion and find they are able to live with weekly
9 pickups.

10
11 Marty expressed concern about putting Jon and his staff under unnecessary pressure by holding
12 off on the survey until bids come in. Senya expressed concern that if the survey is done in
13 advance, word will get out to the bidders and they will artificially inflate their prices based on
14 which way they know the Township wants to bid. He doesn't want the Township to get "painted
15 into a corner." Marty said the Township should conduct the survey and then bid all the options,
16 as was done in the past, not just the scenario residents preference based on survey results.

17
18 Marty moved to conduct the survey before getting bids. Carmen seconded the motion.

19
20 *Public Comment: Tacuma Bethea, Cider Knoll* – Suggested the Board consider the following
21 when bidding the contract: a 45-day window, a three-year contract, and a contract determination
22 date before the end of the fiscal year. Senya thanked him for his comments.

23
24 There was no further discussion or public comment. The Board voted 2:2 and the motion did not
25 pass. This matter will be discussed again at a future meeting.

26
27 **Proposed Revisions to Sullivan's Grove Residential Subdivision, 1526 Greenhill Road**

28 Ed McFalls of Wooldridge Construction was present along with Jim Renehan of the Renehan
29 Building Group and Stephen Sauselein of EB Walsh.

30
31 Mr. McFalls summarized the changes they wish to make to the plans for Sullivan's Grove. They
32 want to remove the decorative entrance walls, remove the fence along Greenhill Road, change
33 the road name from Sullivan Circle to Ashleybrooke Circle, and dedicate the cul-de-sac to the
34 Township instead of making it private.

35
36 Carmen said he would prefer the road stay private, as cul-de-sacs can be problematic for the
37 Township staff to plow in winter. Mr. McFalls and Mr. Renehan stated they would rather not
38 have to create an HOA for a community of just four homes.

39
40 Carmen noted that the fire hydrant will be another Township expense, and reiterated that he
41 preferred the road remain restricted for homeowners only. He said he does not necessarily want
42 another cul-de-sac in the Township. Carmen then strongly suggested the developers consult with
43 the Township Historical Commission regarding the name change.

44
45 Marty asked if an engineering review would be conducted and Mr. Sauselein said yes.???

1 Carmen then stated that if the Township has to take dedication of the road he does not want an
2 island in the middle of it. Mr. Renehan said that would be okay with him.

3
4 Thom asked about the trees with the X's on them in the plan along Greenhill Road. Mr. Renehan
5 said they plan to keep as many trees as possible, and they hope to relocate, if possible, the ones
6 that must be removed. They plan to keep all the trees along the fence line except those which
7 provide a line of sight issue.

8
9 Marty stated he was not prepared to vote on the revised plan this evening. He would prefer to
10 follow the usual process and let the Planning Commission review the changes first, and get input
11 from the Conservancy Board and Historical Commission. Marty also stated he too would prefer
12 the road remain private but could live with a cul-de-sac dedicated to the Township.

13
14 Senya thanked Mr. Renehan for choosing to develop in East Goshen. He asked how long the
15 road was and Mr. Sauselein said approximately 250 lineal feet. Senya said he would like to give
16 the developers an answer on their proposed changes, and noted that the issue of whether or not
17 the road should be private was the only outstanding issue. Carmen said he would prefer to err on
18 the side of caution and have the Planning Commission provide input to the Board. Carmen
19 stated that the road issue was not a line in the sand for him but he would prefer a private road.
20 Senya stated that if the developer agreed to keep it a private road he was prepared to support this
21 tonight.

22
23 Thom said he was satisfied with the plan as is. He prefers a provide road but would accept a cul-
24 de-sac because the homeowners would be taxpayers like everyone else in East Goshen, and it
25 would only be fair to them to have the Township do their plowing, etc.

26
27 Thom moved to approve the requested changes except for the change regarding the cul-de-sac.
28 Carmen seconded the motion. Marty wanted to amend the motion to reflect that the revised
29 landscaping plan must be discussed with the Conservancy Board, and the change in road name
30 from Sullivan Circle to Ashleybrooke Circle must be approved by the Historical Commission.
31 Thom accepted the change although in his opinion the developer should have latitude to name
32 the street what he wishes. Carmen also accepted Marty's amendment.

33
34 There was no further discussion or public comment. The Board voted 3:1 and the motion
35 carried. Marty voted against the motion because he doesn't believe the road should have to be
36 private; in his opinion it's perfectly appropriate for this to be made a public road.

37 38 Community Day

39 Jon reported the Township received a check for \$12,250 from the Chester County Community
40 Foundation (CCCF) for funds received by donors earmarked for the 2013 Community Day. The
41 Board noticed the cover letter from the CCCF mistakenly referenced the upcoming Community
42 Day as "Community Day 2012." Marty moved to ask CCCF to send the Township a corrected
43 letter. Thom seconded the motion. There was no further discussion and no public comment.
44 The Board voted unanimously and the motion passed. (Carmen was out of the room when the
45 vote was taken.)
46

1 **Mowing Agreement with PADOT for 2013 Season**

2 After brief discussion, Thom moved to authorize Rick Smith to execute the mowing agreement
3 with PADOT for 2013 and the accompanying resolution. Senya seconded the motion. There
4 was no further discussion and no public comment. The Board voted unanimously to approve the
5 motion. (Carmen was out of the room when the vote was taken.)
6

7 **Sprint Wireless Communication Facility on Edgewood Road**

8 Rick summarized Mark Gordon's February 26 memo on this topic. No action was required by
9 the Board at this time.

10
11 **Geese Removal Agreement**

12 Marty moved to accept the Cooperative Services Agreement with the U.S. Department of
13 Agriculture and Plant Health Inspection Service Wildlife Services for the roundup and removal
14 of geese in 2013 at a cost not to exceed \$4,999.14. Thom seconded the motion. There was no
15 discussion or public comment. The Board voted unanimously to approve the motion.
16

17 **Resolution 2013-68 Supporting the Establishment of the Friends of East Goshen**

18 Thom reported that the group has the incorporation paperwork ready to file, and they would like
19 the Township to pay the costs of filing and advertising. Thom noted that Chuck Proctor has
20 spent many hours working on this at no charge, saving the Township thousands of dollars in
21 legal fees. Thom moved to accept Resolution 2013-68. Carmen seconded the motion.
22

23 *Public comment: Kathryn Yahraes* - Noted the resolution is very heavy on references to Park &
24 Rec. She asked if donors who wish to earmark funds to the Historical Commission may do so.
25 Senya said yes, and pointed out that the phrase "activities that improve the quality of life for
26 township residents and the community at large" will cover the Historical Commission and any
27 other ABC. Thom stated that under this resolution, anyone can donate funds or goods to the
28 Township or an individual ABC and get a tax deduction. Kathryn asked if the Historical
29 Commission will be able to request funding from the 501(c)(3) and Thom said yes, it is
30 anticipated they will do so. Senya said they are encouraged to do so.
31

32 Marty recommended the motion be amended to indicate that the fourth and fifth paragraphs be
33 switched to improve the flow of the resolution. Thom and Carmen accepted the amendment.
34

35 There was no further discussion or public comment. The Board voted unanimously to approve
36 the motion. Senya thanked Thom and Chuck for their work on this matter.
37

38 **Memorandum/Notice of Lease Between East Goshen Township and Liberty Towers, LLC**

39 Carmen moved to authorize the Chairman to execute the revised Memorandum of Lease with
40 Liberty Towers, LLC to reflect the fact that the Township has granted Liberty Towers an
41 easement for access to the tower across Parcel 53-4-78.1E. Thom seconded the motion. There
42 was no discussion or public comment. The motion passed unanimously.
43

44 Senya told Susan Carty (in the audience) that every time he sees the cell tower he is thankful that
45 the Planning Commission recommended the color that it did as it was a good choice.
46

1 **Revised Police Activity Report Form**

2 The Board reviewed the revised report format as prepared by the staff, and another version as
3 prepared by resident Erich Meyer. The consensus of the Board was to have future reports follow
4 Erich's format. Senya thanked him for taking the time to create the new report format.
5

6 **Any Other Matter**

7 **Director of Recreation Vacancy** – Jon reported that Frank Vattilano has given his notice that he
8 will be leaving his job at the end of March. The Board needs to discuss how they wish to go
9 about filling his duties, either with a full-time employee or a part-time employee. Jon said he
10 and Rick discussed the matter and agree that a full-time person is needed, even more so now that
11 running the Farmers' Market has been added as a job duty of this position. Carmen agreed that a
12 full-time employee must be hired for the job and noted that the Farmers' Market has great
13 potential to expand, which would mean even more work for the person hired.
14

15 Carmen moved to hire a full-time person to replace Frank Vattilano per the staff recommend-
16 ation as noted in Jon Altshul's March 1 memo to the Board, and to authorize staff to begin the
17 search process. The salary of the person will be left open, to be determined by the qualifications
18 of the candidates considered for the job. Marty seconded the motion.
19

20 Thom said he would like more discussion on whether to hire a full-time or part-time person. He
21 also asked if it will be possible for one person to administer the summer recreation program and
22 also spend all the hours required to manage the Farmers' Market.
23

24 The Board briefly discussed that there has been demand for the summer rec program to offer a
25 full-day option.
26

27 Carmen stated the Township needs an overall manager of the Park & Rec programs and the
28 Farmers' Market. A part-time person will not be enough. Instead, a full-time person is needed
29 with part-time helpers to fill in as needed. Carmen noted that the vendors at the market always
30 want to know who's in charge and to have the manager around.
31

32 *Public Comment: John Jamgochian* - Said he is not sure why the vendors at the Farmers'
33 Market, who are responsible adults, need supervision.
34

35 *Public Comment: Joy Vining-Crozier* – Stated that the residents definitely want the summer rec
36 program for kids to have a full-day option.
37

38 Marty said the Board should consider adding a full-day option for next year but at this point the
39 Township will be fortunate to get Frank's job filled in time to carry out the normal half-day
40 program this summer.
41

42 *Public Comment: Katie Scheckner* – Said her son has attended the half-day program and it's one
43 of the best in the area. He has liked it more than any other summer program he's attended. She
44 would like the Township to team up with the YMCA to make the program even better.
45

1 *Public Comment: Kathryn Yahraes* – Noted that 20 years ago, when Frank’s job went from part-
2 time to full-time the Township planned to have the person help out with other functions in the
3 Township, and not just be limited to Park & Rec matters.
4

5 There was no further discussion or public comment. The Board voted unanimously to approve
6 the motion.
7

8 Thom suggested that a search committee be formed to screen candidates and provide a
9 recommendation to the Board. He recommended it consist of himself, Rick Smith, Jon Altshul,
10 Mark Miller, Frank Vattilano, and a Park & Rec member.
11

12 Employee Incentive Program – Thom would like the Board to consider implementing an
13 incentive program for employees who come up with cost-saving suggestions for the Township.
14 The Board agreed to have staff make a recommendation to the Board within 3-4 months. Rick
15 will add this to the Action List.
16

17 Staff Picnic - Thom recommended the Township plan a morale-boosting staff picnic for this
18 summer. The Township office could close at 4pm and the picnic could be held at the park, with
19 the Township providing hotdogs and hamburgers and the employees bringing potluck dishes.
20 Carmen offered to host the event in his yard with the use of his swimming pool.
21

22 Retirement Party – Thom recommended that staff plan a retirement party for Mike Merwin and
23 Frank Vattilano to be held at the end of the month. He also suggested the Board allow part of the
24 first Supervisors’ meeting in April to be set aside for residents to honor Frank Vattilano.
25

26 **Review of Minutes**

27 The Board reviewed and corrected the draft minutes of February 19. Kathryn Yahraes also had
28 one correction. Senya stated the minutes would stand as corrected.
29

30 **Treasurer’s Report & Expenditure Register Report**

31 *See attached Treasurer’s Report for February 28, 2013.*

32 The Board reviewed the Treasurer’s Report and the current invoices. Thom moved to accept the
33 Treasurer’s Report and the Expenditure Register Report as recommended by the Treasurer, to
34 accept the receipts and to authorize payment of the invoices just reviewed. Marty seconded the
35 motion. There was no discussion or public comment. The Board voted unanimously to approve
36 the motion.
37

38 **Action List**

39 Hershey Mill Dam – Still waiting for DEP comments on revised plans.
40

41 **Correspondence & Dates of Importance**

42 Senya acknowledged receipt of the following:

- 43 • Notification from PPL regarding vegetation clearing.
- 44 • Notification from PADEP regarding the Township’s receipt of an Act 101 Recycling
45 Program Performance Grant in the amount of \$15,148.00 for calendar year 2010.
46

1 **Meetings & Dates of Importance**

2 Senya noted the upcoming meetings as listed in the agenda.
3

4 **Public Comment**

5 *Joy Vining-Crozier, Raewyck Drive* – Asked why the Police Commission cannot hire Lt. Cahill
6 but make it a condition that he complete his four-year degree within a certain time limit. Senya
7 said there are several requirements for the job which he enumerated earlier, not just the college
8 requirement. Furthermore, the Commission is not looking for a candidate to grow into the job,
9 but one that can assume full control from the start. There are also the requirements for financial
10 savvy and command experience. Ms. Vining-Crozier said that was new to her, as the residents
11 were told at the Police Commission meetings that the only sticking point in this case was the
12 four-year degree. Senya stated that the candidate must have experience and skills that have
13 already been proven. He said he was sorry if residents were led to believe the only issue at hand
14 was the four-year degree. Senya stated that a decision has already been made regarding the
15 requirements and that decision is final.
16

17 Ms. Vining-Crozier asked why residents cannot be on the selection committee as they were in
18 Coatesville.
19

20 Senya noted that only three residents were present this evening for this particular matter. He
21 reported that of the 220 signatures on the petition for Lt. Cahill that was received by East
22 Goshen, 53 of the names were repeated. Of the remaining 167 signatures, only 35 of those were
23 from residents of East Goshen. He said Board has to do what they believe is best for all the
24 residents, for today and in the future.
25

26 Ms. Vining-Crozier asked when the selected candidate would be announced. Senya said he did
27 not have a date.
28

29 *Public Comment: Katie Scheckner* – Asked the timeline for the search. Senya said the
30 Commission hopes to have someone in place by the end of Gene Dooley's six-month contract as
31 interim Police Chief, but the sooner the better.
32

33 Senya thanked the residents at the meeting for coming out to attend this evening.
34

35 **Adjournment**

36 There being no further business, the regular meeting was adjourned at 9:21pm.
37
38
39
40

41 Anne Meddings

42 Recording Secretary

43 *Attachment: Treasurer's Report*

February 28, 2013

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

GENERAL FUND

Real Estate Tax	\$189,674.33
Earned Income Tax	\$134,500.00
Local Service Tax	\$24,900.00
Transfer Tax	\$0.00
General Fund Interest Earned	\$664.47
Total Other Revenue	\$64,738.41
Total Receipts:	\$414,477.21

Accounts Payable	\$341,449.40
<u>Electronic Pmts:</u>	
Health Insurance	\$0.00
Credit Card	\$3,889.79
Postage	\$0.00
Debt Service	\$0.00
Payroll	\$88,000.00
Total Expenditures:	\$433,339.19

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:	\$6,488.75
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TRANSPORTATION FUND

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

Receipts	\$286,363.67
Interest Earned	\$0.00
Total Sewer:	\$286,363.67

Accounts Payable	\$15,773.64
Debt Service	\$0.00
Total Expenditures:	\$15,773.64

REFUSE

Receipts	\$102,078.43
Interest Earned	\$0.00
Total Refuse:	\$102,078.43

Expenditures	\$9,954.93
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SEWER CAPITAL RESERVE

Interest Earned	\$0.00
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Expenditures	\$0.00
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**EAST GOSHEN TOWNSHIP
ACTION LIST**

	New additions are in bold	19-Mar-13
#	Item	Date
ADM 12-4	Applebrook Golf Outings	19-Mar-13
ADM 11-13	Light Fixtures at Municipal Complex	19-Mar-13
DPW 07-02	Hershey's Mill Dam	2-Apr-13
ADM 13-02	Incentitive Plan	2-Apr-13
ADM 13-03	Picnic	2-Apr-13
FIN 11-05	Quarterly Report Municipal Authority Projects	16-Apr-13
DPW 08-02	Quarterly Financial Reports	16-Apr-13
ADM 09-04	Quarterly Report on I&I	16-Apr-13
ADM 12-06	Quarterly Review of Right to Know Requests	16-Apr-13
ADM 13-01	Comcast Franchise Renewal	16-Apr-13
ADM 12-05	Comp Plan	7-May-13
PCZ 12-01	Comp Plan Goals for ABCs	7-May-13

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

Light Fixtures

No:

ADM 12-4

List Date:

7/3/2012

Completed Date:

Description:

Consider replacing fixtures at Twp. Building Complex with energy efficient fixtures

Date	Action
7/3/2012	added to the To Do List. Revisit at years end
11/13/2012	Revisit light Fixtures Per BOS included in 2013 budget
1/15/2013	Currently working on bid specs
2/19/2013	Out for bid. Bids opened on March 12, 2013
3/19/2013	Board to act on bids

**EAST GOSHEN TOWNSHIP
ACTION ITEM**

Item:

Applebrook Golf

No:

ADM 12-5

List Date:

12/4/2012

Completed Date:

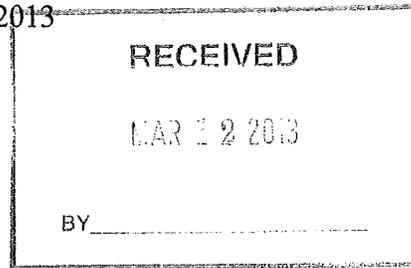
Description:

Review Applebrook Golf Outing arrangement

Date	Action
12/4/2012	Chuck, Thom and Frank asked to review, meet with Applebrook and report to BoS
3/19/2013	Pending

March 11, 2013

East Goshen Township
Attn: Louis Smith, Township Manager
1580 Paoli Pike
West Chester, PA 19380



Re: Trash Clean-up

Dear Mr. Smith:

I am a resident of East Goshen Township. I think you and your staff are doing a fantastic job running the Township.

My purpose in writing is to let you know that during the weekend of March 2nd and 3rd, I walked from the intersection of Ann Drive and 352, up to Strasburg Road and down to Dutton Mill Road to pick up trash. I regularly run on other roads throughout the Township, but on a recent run on that route, I noticed an inordinate amount of trash and debris along the road. I spent about three hours each of those days filling two extra-large contractor bags with trash. Each bag weighed about 50 lbs.

I mention this not to seek any sort of recognition; hence the anonymity of this letter, but rather to have you let the Planning Commission know that a lot of trash was already removed. In this regard, I noticed the sign that said the Planning Commission adopted a portion of Strasburg Road as part of the "Adopt-A-Highway" program. I didn't want the Planning Commission to think that there was less litter this year; to the contrary, there was a disturbing amount, with plastic bottles, beer cans and cigarette packs being by far the largest contributors.

There is an orange plastic bucket on the east-bound side of Strasburg Road on the bridge after Ridley Creek Road. It would be great if someone from the Township could retrieve it for disposal.

I wish there was a way to make people more sensitive about littering. Maybe it would help to bring back the old television ad with the Indian with tears in his eyes as he overlooked a litter strewn highway!!

Thank you again for all you do.

Very truly yours,

East Goshen Resident

An East Goshen Resident