

**EAST GOSHEN TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
1580 PAOLI PIKE  
March 19, 2013  
Final Approved Minutes**

**Executive Session**

The Board met in Executive Session from 6:00pm to 7:00pm to discuss a personnel matter.

**Present:** Chairman Senya D. Isayeff, Supervisors Marty Shane, Thom Clapper and Chuck Proctor. Vice-Chairman Carmen Battavio arrived at 7:57pm. Also present were Township Manager Rick Smith, CFO Jon Altshul, and Graduate Intern Amber Cifrese. ABC members in attendance were Kathryn Yahraes (Historical Commission), Erich Meyer (Park & Rec), Susan Carty (Planning Commission) and Ginnie Newlin (Conservancy Board). Guests included Gene Dooley (Interim Chief of Police for WEGO), Salome Gasabile of Rep. Dan Truitt's office, and John Hertzog, Republican candidate for East Goshen Supervisor.

**Call to Order & Pledge of Allegiance**

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

**Moment of Silence**

Rick Smith called for a moment of silence to remember the troops. Senya asked that everyone also remember local journalist Gretchen Metz, who recently passed away. He asked Rick to draft a condolence letter to her family to be signed by all the Supervisors, with a copy sent to the *Daily Local*.

**Recording of Meeting**

No resident recorded the meeting.

**Public Comment on Non-Agenda Items**

*Ginnie Newlin* – Asked that the Board clarify the policy regarding the grass growing between the trees in the reforestation project area at Paoli Pike and Line Roads. Senya said the Board's preference last year was to have the grass mowed so it would not become unsightly, but the grass did not have to be mowed as short as other areas in the Township. Also, the Conservancy Board was asked to have a sign installed describing the project so that passers-by would understand the purpose of the reforestation project and the reason for the taller grass. Ginnie said the native grass is habitat for birds and it's very important to keep it tall to attract the insects the birds feed upon. She said the Conservancy Board wants to work with the Board on this.

*Public Comment: Annette Case, Applebrook* – Asked for clarification on what the Township was going to do - put up a sign or mow the grass. Senya said both. Mrs. Case said she is opposed to having the grass grow tall. She wants it mowed short. She also noted there are too many signs located at that corner. She has called the Township about it but the problem persists. Rick agreed there are many illegal signs posted at that location and said it's an ongoing battle for

the Township Codes Department to keep up with them. He noted that the Codes Department is currently short one staff member, the one who would usually take down the signs.

*Public Comment: Erich Meyer* – Said that last year the Board decided to mow the grass in that location but keep it at a taller length and not mow every week.

*Public Comment: Bill Egan, Mill Creek Drive* – Said he supported Ginnie and the Conservancy Board and he would like the grass to be kept at its natural length and not mowed.

### **Chairman's Report**

Senya announced that the Board met in Executive Session earlier this evening to discuss a personnel matter.

### **Police Report**

Senya recognized Gene Dooley who was in the audience, and noted that a copy of the current police report was included in the packets. Chuck Proctor, East Goshen's Police Commissioner, announced that the next Police Commission meeting was scheduled for March 20 at 5:30pm at the Westtown Township building, and the public is invited.

On the police report, Marty noted that one-half of the incidents occurred in East Goshen but less than one-half of the police hours were spent in East Goshen, a trend which has continued for some time.

Marty asked Chuck a PPU question regarding allocation of police. Chuck said the Police Commission is in the midst of three activities - finalizing the contract with Westtown Township, searching for a new police chief, and reviewing internal administrative procedures. These three items should all be wrapped up by the end of their fiscal year (August) and they will be able to address the PPU issue then.

*Public Comment: Chief Gene Dooley* – Stated that PPUs are “unreliable” and “less than scientific.” He advised against relying on PPUs to make manpower allocation decisions.

*Public Comment: Joe Buonnano, Bow Tree* – Asked if Thornbury has a Police Commissioner and Rick said yes; under their contract they have a right to a Member At Large. Mr. Buonnano asked if that shouldn't have been written out of the new contract. Rick replied that was what was negotiated. Chuck noted that the Thornbury Member At Large has no voting privileges.

### **Malvern Fire Company Report**

Rick reported that Malvern responded to no incidents in East Goshen in February.

### **Financial Report**

Jon Altshul reported that as of February 28 the General Fund had a positive variance of \$537,927 compared to the year-to-date budget. The audit by Maille, Falconiero & Company went well and the auditors expect to have reports to the Township in the next week or so. The Township's year-end financial reports are now available and will be posted to the web page and available at the Township Building for interested residents. Marty noted that Jon came on board in April

2012 and has been a tremendous asset to the Township, and his staff also does a great job. Jon is responsible for handling Township accounts in the approximate amount of \$16.5 million.

### **Ethics Forms**

Rick summarized his March 12 memo on this topic. After some discussion, Thom moved for the Board to request an advisory opinion from the State Ethics Commission as to whether the Park Commission, Planning Commission, Historical Commission, Conservancy Board, Commerce Commission, Pension Committee, and Deer Management Committee are considered "Advisory Boards" under the Ethics Act, thus exempting their members from the requirement to file the State Ethics Form. Chuck seconded the motion.

Marty noted that the Township's ABC all have budgets but are generally required to get authorization from the Supervisors before spending money. He wants the State Ethics Commission to be made aware of this. Rick said he tried to explain that to them but the attorney he spoke with at the Commission was only interested in what the ABC documents say.

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

### **Spinelli Property at 143 Line Road, Willistown Township**

Rick summarized a letter the Township received from Mary McLoughlin, Director of Parks & Recreation at Willistown Township, dated March 11 regarding the Spinelli Property at 143 Line Road. Willistown Township is planning to buy this 20.2 acre property. Rick asked if the Board wished to send a letter to Willistown in support of their purchase of this property.

Marty said that before East Goshen takes any action on this, Willistown needs to provide a plan showing what they intend to do with the property, and the Applebrook residents should be notified as they will be impacted. The matter should be put on the agenda for an upcoming meeting.

*Public Comment: Chuck Halmer, Applebrook* – Said the Applebrook HOA is neutral about the proposed purchase at this point but believes East Goshen should obtain more detail about what Willistown intends for the site. The letter from Mary McLoughlin is quite vague and the HOA is most concerned about the apparent plan to add parking access for Line Road (per the letter, the "purchase of the property will expand the existing park and open space network of both townships and will provide much needed public parking access from Line Road.") Before East Goshen takes action, the HOA would like 1) the residents to be notified about this, 2) for the East Goshen Supervisors to fully understand what will be done with the site, and 3) for the Supervisors to let the residents know what East Goshen will agree to.

Senya said East Goshen does not have a copy of Willistown's Comprehensive Plan and so cannot look up the references cited in the letter. He recommended that Willistown be invited to give a presentation about the site at an upcoming East Goshen meeting.

*Public Comment: Dean Case, Applebrook* – Said the residents have no confidence in the motives of the Willistown Supervisors. The letter from Mary McLoughlin is "all over the place"

and not clear on Willistown's intentions. Rick stated that the letter is actually quite typical of a land-grant application letter.

*Public Comment: Annette Case, Applebrook* – Said she concurred with Marty's recommendation to get a plan from Willistown and then inform the East Goshen residents of this issue.

*Public Comment: Bill Egan, Mill Creek Drive* – Noted that the Mary McLoughlin letter does not cite Willistown's Comprehensive Plan as Senya alluded but East Goshen's instead. Senya said it would be helpful to have a copy of Willistown's Comprehensive Plan.

Marty again stated that he would like to inform the residents of what's going on, and invite Willistown to make a presentation. He added that East Goshen's residents will be impacted by this more than Willistown residents.

*Public Comment: Bill Egan, Mill Creek Drive* – Asked if East Goshen ever returned the grant money received in 2008 for the Applebrook Trail since it was not constructed. Rick said yes; the money was returned to the state. Mr. Egan then asked about the grant money received in 2011. Rick said that particular grant was given to Thorncroft, not the Township, although East Goshen supported Thorncroft in their grant request. Mr. Egan said that for the record he is personally in favor of all the trails mentioned this evening being constructed.

Marty moved to send a letter to the Applebrook residents, and to invite Willistown to make a presentation to East Goshen at a public meeting. Thom seconded the motion. Senya suggested finding out when Willistown can make the presentation before sending out the letter to the residents. That way the residents can be given the meeting date within the letter. Marty and Thom accepted this amendment.

*Public Comment: Dean Case, Applebrook* – Asked if it's safe to assume the draft letter dated March 19 to Willistown in support of their proposed acquisition of the Spinelli Property will not be sent (the draft letter was included in the meeting packet). Rick said yes.

*Public Comment: Hank Belber, Applebrook* – Said it's not in East Goshen's interest to do whatever Willistown wants with the property, and the Applebrook residents don't want any additional traffic on Line Road. Willistown looks like a "slum" and East Goshen should not support their plan in this regard. East Goshen should not jeopardize the beautiful community of Applebrook to support Willistown. He said he cannot believe that East Goshen would even consider supporting Willistown in this.

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

**Resolution 2013-44 Establishing the Procedure for Collection of Sewer & Refuse Account Fees**

Jon summarized Tia Piccolo's March 13 memo on this topic. Senya said he wants Rep. Dan Truitt to introduce a bill in Harrisburg to relieve the Township of having to hold this discussion so frequently.

Chuck stated that the language in the resolution is redundant. Senya asked if the Board could “put this aside” and Chuck said yes. Marty noted however that there was no reason not to approve the resolution.

Marty moved to follow the recommendation of the Township Solicitor and approve Resolution 2013-44 Establishing the Procedure for the Collection of Sewer & Refuse Account Fees. Senya seconded the motion for discussion. Chuck suggested the motion be amended to include a change to item #10 in the resolution – add a period at the end of the word “payment” in the last sentence and delete the remainder of that sentence. Marty and Senya agreed to the amendment.

Senya stated he would like there to be one bill passed in Harrisburg to do this once and for all.

*Public Comment: Joe Buonnano, Bow Tree* – Made comments about the fees attorneys earn in these situations.

There was no further discussion or public comment. The Board voted 4:1 to approve the motion. Thom said he was opposed because the resolution is unnecessary and he does not want to pay additional attorney fees.

#### **Refuse & Recycling Questionnaire**

Marty said he is still in favor of doing a survey but only if the Township will gain something by doing it. If the Township decides to do the survey he would like it done before getting bids.

Senya said the Board would take a vote on this and a YES vote would mean the Supervisor is in favor of doing the survey and a NO vote would mean the Supervisor is opposed to doing the survey.

Marty asked for input from Jon and Amber. Amber stated that the Township would not know the value of the survey until the responses come in. She believes the majority of respondents will want to stay with twice-weekly pickups, but won't know for sure until the results come back.

Senya said that in his three years on the Board of Supervisors he has yet to have anyone in the Township question the number of pickups per week or the price they pay for trash service. This is simply not an issue. Any savings that might be realized as a result of the survey results have already been negated by the amount of time both staff and Supervisors have spent working on and discussing this issue.

*Public Comment: Bill Egan, Mill Creek Drive* - Stated he would prefer once-weekly pickup at a lower cost.

Marty said for the small amount of money it will cost the Township to do the survey, it won't hurt to find out what residents want. Senya said in that case why not take a survey regarding the grass height at the reforestation project as that issue has generated more concern than anything trash-related.

Carmen said the residents in his neighborhood would like the Township to accommodate snowbirds when creating a trash pickup program.

Thom said he is not in favor of doing the survey because he thinks he knows how residents will respond: families will want twice-weekly pickups and those without children at home will opt for once-weekly pickups at a lower cost. Thom said his only concern with once-weekly pickups is the consequences of having trash sitting around for a week, especially in hot weather.

Rick said if the Township doesn't do the survey, the trash service can be rebid using the same specs as last time. Marty said he still want to get bids on all the options. He said he is still in favor of taking the survey.

Senya called the vote. The Board voted 4:1 against conducting the survey. Only Marty was in favor.

Jon thanked Amber for her good work on this matter. Carmen stated that seeing Amber's March 19 memo on the topic helped change his mind against doing the survey.

### **Employee Incentive Program**

Jon summarized his March 12 memo on this topic.

Marty said it's important to have a recognition program but giving out \$50 or \$100 gift cards probably won't do much to generate suggestions. He believes employees prefer recognition over money. He would like the staff to develop a more expansive program plan to include recognition and not just gift cards.

Carmen said in his experience employees seem to really value comp time (extra time off) as a reward, and he would suggest that for this East Goshen program.

Senya recommended that Jon and Amber work to develop an expended program to encourage employees to think outside the box. He quoted George S. Patton: "If everyone is thinking alike, then somebody isn't thinking."

Senya said this matter would be tabled pending an updated proposal from staff.

### **Mower Replacement**

Carmen moved to approve Mark Miller's March 15 request to purchase two 2012 model Ex-Mark LZX749EKC606 X-Series Laser Mowers to replace the two zero radius mowers scheduled for replacement. The total cost for the two mowers will be \$12,402. This cost reflects the PA State Contract price minus the trade-in value of the old mowers. Chuck seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

### **Ford Pickup Truck Replacement**

Carmen moved to approve Mark Miller's March 15 request to purchase a new truck to replace the 2000 Ford F530 pickup truck which is at the end of its life. The new truck will be equipped

with a snow plow, highway safety lighting, and a Township radio. It will be purchased from Hoskins Ford under the PA Costars Program for a total of \$39,625 which includes the value of the trade-in. Chuck seconded the motion.

Thom asked why only Ford trucks were bid and Carmen said the Public Works crew has good luck with Fords and prefers them.

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

**Light Fixture Bids**

Rick summarized the bids that were received to retrofit the light fixtures at the Municipal Complex. The lowest responsible bid came from Delta T. Mechanical for \$17,451.53.

The other bids were as follows:

<b>COMPLETE BIDS</b>			<b>Bid Signed</b>	<b>Acknowledge Addendum</b>	<b>Catalog Cuts</b>
Delta T. Mechanical	Mohnton, PA	\$17,451.53	Yes	Yes	Yes
Charles A. Higgins & 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
<b>INCOMPLETE BIDS</b>					
Cook's Service Co.	Avondale, PA	\$7,314.85	Yes	Yes	No

Rick reported that Cook's Service Co. had withdrawn their bid earlier today stating that they made a calculation error. Carmen asked Rick if he had checked the references yet and Rick said no, but the Township will get a bond for the firm awarded the contract.

Marty moved to award the contract to retrofit the light fixtures at the Municipal Complex to Delta T. Mechanical of Mohnton, PA in the amount of \$17,451.53. Thom seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

**Any Other Matter**

Chuck reported that the Friends of East Goshen 501(c)(3) is looking for Board members. He asked anyone interested to contact Thom Clapper or himself. Senya thanked Chuck and Thom for all the work they've done to set up the 501(c)(3).

*Public Comment:* Kathryn Yahraes asked who is on the 501(c)(3) Board at present. Chuck said the temporary board consists of himself, Thom Clapper, Sandra Snyder, John Snyder, Jon Altshul, and Bob Burke.

Carmen recommended that a newsletter article be written to stress to residents how crucial the 501(c)(3) is going to be to the Township, and therefore how important these volunteer board member positions will be. Jon said he would talk to Nancy about it.

*Public Comment:* Ginnie Newlin – Asked if the Board positions will mostly involve fundraising. Chuck said the positions will be a combination of soliciting funds, managing funds, and dispersing the funds. Ginnie agreed with Carmen's that it's important to publicize these volunteer openings.

Thom commended Chuck for the many hours he has spent completing the paperwork for the 501(c)(3) at no charge to the township, saving East Goshen thousands of dollars in legal fees.

### **Review of Minutes**

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

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

*See attached Treasurer's Report for March 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. Chuck seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

### **Action List**

Applebrook Golf Outing – Chuck and Marty will report back to the Board once they have information.

### **Correspondence & Dates of Importance**

Senya acknowledged receipt of an anonymous letter from a resident regarding trash cleanup along Township roads. Marty stated that the stretch of Route 352 from Paoli Pike to Greenhill Road is a mess with lots of trash. This area is not suitable for residents to clean up as the roadway is too unsafe for pedestrians. The Public Works crew will have to do it. He asked Rick to make a note of it.

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

Senya noted the upcoming meetings as listed in the agenda.

### **Public Comment**

*Joe Buonnano, Bow Tree* – Asked if the Board has had any discussion about how sewer rates will be calculated this year. Jon said the Township expects to receive the usage data next week, and said he may call Mr. Buonnano to discuss it. Mr. Buonnano asked that the Township post

more information about how rates are calculated to the Township web page. Jon made a note of his request and said he would take care of it.

*Kathryn Yahraes* – Reported that she and Ellen Carmody gave a 45-minute PowerPoint presentation at the March 9 meeting of the CCHPN. The topic was how to plan a Township event.

**Adjournment**

There being no further business, the regular meeting was adjourned at 9:03pm.

**Executive Session**

The Board met in Executive Session until 9:15pm to discuss a personnel matter.

Anne Meddings

Recording Secretary

*Attachment: Treasurer's Report*

March 14, 2013

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

**GENERAL FUND**

Real Estate Tax	\$356,238.51	Accounts Payable	\$105,100.06
Earned Income Tax	\$131,883.71	<u>Electronic Pmts:</u>	
Local Service Tax	\$13,823.11	Health Insurance	\$52,930.24
Transfer Tax	\$16,287.60	Credit Card	\$0.00
<i>General Fund Interest Earned</i>	\$950.93	Postage	\$1,000.00
Total Other Revenue	\$47,337.89	Debt Service	\$18,138.36
Total Receipts:	<u>\$566,521.75</u>	Payroll	\$127,000.00
		Total Expenditures:	<u>\$304,168.66</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>\$721.25</u>	Expenditures:	<u>\$520.00</u>
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**TRANSPORTATION FUND**

<i>Interest Earned</i>	<u>\$313.89</u>	Expenditures:	<u>\$0.00</u>
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**SEWER OPERATING**

Receipts	\$85,892.01	Accounts Payable	\$51,399.90
<i>Interest Earned</i>	\$78.23	<i>Debt Service</i>	\$29,774.67
Total Sewer:	<u>\$85,970.24</u>	Total Expenditures:	<u>\$81,174.57</u>

**REFUSE**

Receipts	\$30,867.99	Expenditures	<u>\$62,812.79</u>
<i>Interest Earned</i>	\$41.39		
Total Refuse:	<u>\$30,909.38</u>		

**SEWER CAPITAL RESERVE**

<i>Interest Earned</i>	<u>\$211.20</u>	Expenditures	<u>\$15,635.00</u>
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