

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
June 18, 2013
Final Approved Minutes**

Present: Chairman Senya D. Isayeff, Vice-Chairman Carmen Battavio, and Supervisors Marty Shane and Chuck Proctor. Also present were Township Manager Rick Smith, CFO Jon Altshul and Director of Code Enforcement Mark Gordon. ABC members in attendance were Erich Meyer & Heidi Karpa (Park & Rec) and Ginnie Newlin (Conservancy Board).

Call to Order & Pledge of Allegiance

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

Moment of Silence

Carmen asked for a moment of silence to remember the troops and officers who help keep us safe.

Recording of Meeting

No one recorded the meeting.

Public Comment on Non-Agenda Items

None.

Chairman's Report

Senya welcomed Boy Scout Andrew Moore of Troop 93, who was in attendance for his Communications badge. Andrew is a Star Scout heading into the 8th grade at Fugett Middle School. A certificate will be mailed to Scout Moore in recognition of his attendance at the meeting.

Senya announced that the next Comprehensive Plan meeting is scheduled for June 24 at 7:00pm at the Township Building.

Senya also announced that at their June 11 meeting the Board regretfully acknowledged receipt of Dr. Thom Clapper's resignation from the Board due to unforeseen family circumstances. The Board will hold a public meeting on June 25 to interview Janet Emanuel and Montajeon Gay and select one of them to fill the unexpired term of Dr. Clapper.

Goshen Meadows Subdivision & Land Development Plan

Dennis O'Neill of Herbert E. MacCombie, Jr. & Associates summarized the Land Development application of Goshen Meadows Investors L.P. for their property at 1325 West Chester Pike. He asked for the Board to consider final approval of the application. The plan is for 62 two-bedroom apartment units. Two of the units and a leasing office will be put into the historic house on the property. The applicant has met with the Township's Historical Commission and Conservancy Board.

Public Comment: Randy Waltermyer, Chester County Planning Commission – Said he believes this development would be an ideal location for a bus shelter based on the information he’s reviewed as Transportation Director for the Chester County Planning Commission. Senya asked who would provide the bus shelter and Mr. Waltermyer said sometimes advertisers such as Clear Channel will put up and maintain the shelters in exchange for the ad revenue. Sometimes the developers put up the shelters and maintain them or have the HOA maintain them. Mr. Waltermyer said TMACC would be a good group to consult with on this matter. In addition, the Delaware Valley Regional Planning Commission recently worked with SEPTA in publishing a guide for bus stop design which would be another good place to start.

Senya asked if a bus shelter would be put into the ROW and Mr. Waltermyer said yes, generally.

Mr. Scott Fagan of Goshen Meadows Investors said they would certainly be willing to look into adding a bus shelter, and it would be considered an amenity for the community.

Public Comment: Mike Broennle, Wyllpen Farms – Recommended that if a bus stop is installed, it be accessible via a paved path, and not stand in isolation so that people have to walk through wet grass to reach it.

Senya told Mr. Fagan the Board would encourage Goshen Meadows Investors to consider adding a bus shelter and said the Township staff would be happy to provide assistance in any way.

Carmen moved to grant final approval of the Goshen Meadows Investors, L.P. Subdivision and Land Development application and plans dated October 17, 2012 and last revised on May 17, 2013 with the following conditions:

1. The Applicant shall address all remaining comments outlined in the Township Engineer’s review letter dated May 31, 2013 prior to approval.
2. The Plan shall not be released for recording until all the escrow for the improvements depicted on the plans has been posted.
3. The Applicant shall pay 10% of the sewer tap-in fee for the entire project to reserve the sewer capacity for the project prior to the plans being released for recording.
4. The Applicant shall pay an Impact Fee of \$396.25 per trip for the project prior to the issuance of any building permit.
5. The Applicant will follow all applicable federal, State and local laws and secure all proper permits prior to construction of the improvements depicted on the plans.

Marty seconded the motion.

Marty asked about open space for recreation. Mr. O’Neill said for passive recreation they plan to rehab the small stream crossing on the property (it currently leads to an old tennis court), clear out the invasive plants and create a soft mulch trail that will circle to the north part of the property. This trail will connect with the existing path to the swimming pool. Pathways with benches and landscaping will be installed in the area between Buildings C and D. A 2,500-ft area behind Building 5 will be designated as a dog run and pet play area. The existing swimming pool provides active recreation for the community. In total, approximately 5½ % of the property will be designated recreational space.

Mark Gordon noted there is a bus shelter across the street at the Rose Valley Apartments which blends into its surroundings and is well used. It would be good to have another bus shelter at the Goshen Meadows property.

Architect Herb Schultz gave a brief presentation of the layout plans for the units and showed artistic renderings of the outside of the buildings. Carmen asked about the HVAC and was told the units would be equipped with electric heat pumps.

Senya noted that the original developer of Goshen Meadows created it as a "pipeline" community to attract people who would get established in the Township and eventually purchase a home in East Goshen. This plan will perpetuate that vision.

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

Police Report

Chief Brenda Bernot gave an update on recent cases. She reported that 5 out of 9 laptops stolen from the PA Leadership Charter School on May 9 have been recovered, and she is confident an arrest will soon be made. The stolen laptops were being sold on Ebay by a Delaware resident. A 19-year-old resident of Valley Drive was arrested for possession of marijuana and paraphernalia, and the neighbors who had reported suspicious activity at the address were very pleased about the arrest. A peddler who was working Williams Way without a permit was cited. A resident with the beginning stages of dementia who was reported missing was found in Montgomery County with a disabled vehicle, and reunited with his family.

Traffic violations have been light, although there continue to be violations near East Goshen Elementary. A speed trailer was installed on Cornwallis Drive but the officers noted there were not many violations at that location either with or without the trailer. Chief Bernot said she and the officers are pleased the Board recently approved the purchase of two mobile LED speed signs which will be another tool to help the police address traffic concerns.

Marty had a PPU question, and Chief Bernot said she is confident that by October the PPUs will be where they need to be.

On June 19 at police headquarters Officer Steve Wassel will be promoted to the rank of Sergeant and part-time officer Jorge Rodriguez will be promoted to the status of full-time officer. The public is invited to the Westtown-East Goshen Police Commission meeting on June 19, 2013 at 5:00pm at Police Headquarters to congratulate them on their well deserved promotions. In addition, newly hired part-time Officer Ditter will be introduced at that time.

Senya thanked Chief Bernot for the update.

Central Chester County Bicycle and Pedestrian Circulation Plan

Randy Waltermeyer, Transportation Director for the Chester County Planning Commission, was present to seek the Township's endorsement of the Central Chester County Bicycle and Pedestrian Circulation Plan by a non-binding resolution. He last briefed the East Goshen Board

on this Plan back in December 2012. The Plan has already been endorsed by East Caln, East Bradford, and West Goshen. The Borough of West Chester will consider endorsement at their meeting on June 19. The CCPC is also seeking endorsement by Downingtown and West Whiteland. Mr. Waltermeyer explained this is a 25-year program framed out to be implemented in a piecemeal fashion and combined into land development decisions on a local level.

Marty moved to endorse the Central Chester County Bicycle and Pedestrian Circulation Plan by resolution and to encourage the Comprehensive Plan Task Force to include the Plan in the 2015 East Goshen Township Comprehensive Plan update. Carmen seconded the motion.

Marty stated that while the Township is working on the Comprehensive Plan it would be a good time to update the Open Space/Park & Rec plan which hasn't been updated for approximately 20 years. The Township will need to survey the residents to get their input. Marty also mentioned he would like one day to see a path leading from the school to the Township Park. Randy Waltermeyer noted that some State grant money will be forthcoming which might be available for such a project.

Public Comment: Ginnie Newlin, Devon Lane – Asked who will be installing the bicycle/pedestrian paths and Mr. Waltermeyer explained that it will differ based on the location.

Senya noted the \$2.8M price tag associated with the East Goshen portion of the proposed trails as presented in the report provided by Mr. Waltermeyer. He asked if the Board endorses the plan and passes a resolution knowing this price tag, will East Goshen be responsible for financing the project. Mr. Waltermeyer said the cost estimates noted in the report should not be misinterpreted as being the entire responsibility of the various municipalities. Carmen said although he is personally behind the plan to add the bicycle/pedestrian paths, he does not authorize moving forward with any plans for an East Goshen expenditure on this project. Mr. Waltermeyer stated that the text at the back of the report indicates there is no obligation by the endorsing municipalities to finance the project.

Public Comment: Bill Egan, Mill Creek – Asked if the paths in the Township Park are bike friendly. Heidi Karpa stated the Applebrook side of the park can be used by bicyclists. Mr. Egan stated he does not want the Township to spend any money on newly conceived trails until the Applebrook trail along long Line Road, approved some time ago, is constructed.

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

Senya told Mr. Waltermeyer he knows a great deal of hard work, passion and enthusiasm has gone into this plan, and the Township appreciates his interest and energy for this concept. Mark Gordon echoed Senya's sentiments.

Finance Report

Jon Altshul summarized his memo of June 11 to the Board. As of May 31, the General fund had a positive variance of \$1,657,217. The YTD budget had a positive variance of \$349,070.

Senya reported that the Township will be getting a new business soon called IMX Medical Management Services. Mark Gordon said IMX is settling on the "black box" at 1700 Paoli Pike tomorrow. They will have 70 employees at the location to start, with plans for growth at this new location. They have an existing site in Bala Cynwyd. Senya noted that the purchase of 1700 Paoli Pike will leave only one vacant commercial building in the Township, and Mark Gordon said there is rumored to be a sale pending for that last building.

Malvern Fire Company

Rick reported that Malvern responded to a gas leak incident in East Goshen in May.

Peddling and Solicitation Ordinance

Rick summarized the changes made to the policy under the guidance of the Township Solicitor. The ordinance now allows for the establishment of a "Do Not Solicit" list that can be posted online, and all references to "Township Secretary" have been changed to "Township Manager." The Board must determine the time limits for peddling/solicitation.

Marty explained the concept of the "Do Not Solicit" list for the benefit of the audience. Carmen stated he is opposed to allowing peddling/solicitation until 8:00pm.

Senya made a motion to move forward with the changes made to the ordinance per the recommendation of the Township Solicitor, and to advertise the ordinance change. Marty seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Personnel Manual

Jon reported that the Personnel Manual was updated per the Board's discussion of June 4. In addition, the staff researched the concept of PTO (Paid Time Off) and determined there was no benefit to switching Township employees over to a PTO model at this time.

Marty moved to authorize a resolution amending the personnel manual as per the staff's recommendation, except that the employee incentive award payment will be in the round amount of \$200 instead of the \$204.61 mentioned in Jon Altshul's June 12 memo to the Board. Chuck seconded the motion.

Marty asked Rick if future decisions by the Board affecting the Personnel Manual would need to be memorialized by resolution, or made a matter of practice. Rick said they could be made a matter of practice.

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

Comprehensive Plan/Sustainable Communities Assessment

Mark Gordon reported that the Comprehensive Plan Task Force (CPTF) and the Planning Commission have reviewed the Sustainable Communities Assessment prepared by the Brandywine Conservancy. The CPTF would like the Board's comments on the Assessment in advance of the next CPTF meeting on July 22. Rick suggested the Board members individually review the assessment and send their comments to Mark Gordon, who will compile them. Marty and Chuck noted how detailed the Assessment is, and advised the other Supervisors to allow plenty of time for its review. Chuck said it may actually go too far in depth. Senya noted that the East Goshen banner hanging in the Board room is actually a concise summary of the Comprehensive Plan. The Board agreed to discuss this matter at the first meeting in July.

LED Signs Bids

Rick reported that six bids were received (see attached list), with one rejected for being incomplete. The staff recommends the bid be awarded to Visual Information Services Corp.

Marty moved to accept the recommendation of staff and award the bid for two double-sided outdoor LED signs to Visual Information Services Corp. of Bowmansville, PA in the amount of \$43,869.00. Carmen seconded the motion.

Marty said these signs will be a good investment for the Township. The messages can easily be updated as frequently as needed from the Township Building, with no need to send out someone from Public Works. Rick noted the Public Works crew will construct masonry bases for the units, and an East Goshen Township sign will be put at the top of each screen. Marty asked Rick how long the signs last and Rick said the bulbs alone are good for about 10 years.

Public Comment: Mike Broennle, Wyllpen Farms – Asked if the signs scroll up and repeat the messages and Senya said yes.

Chuck asked if the plan is to turn off the units at night. Rick said the signs have timers and can be set to turn on and off whenever the Township wants. It was pointed out that the bulbs will last even longer if the units are turned off at night.

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

Road Widening

Rick summarized a July 11 memo from Mark Miller regarding the need to widen the intersection of Strasburg and Dutton Mill Roads for safety reasons. In order to widen the road, however, a large rock must be removed. The Public Works crew is unable to move this rock on their own and recommends hiring Earth Core to remove it. Per Mark the total cost for this job will be approximately \$17,900 which includes \$5,500 in Township labor. Marty asked if this involves any overtime and Rick said no. Carmen moved to accept the recommendation of Mark Miller to hire Earth Core to remove the large rock at the intersection of Strasburg and Dutton Mill Roads. Marty seconded the motion. There was no further discussion and no public comment. The Board voted unanimously to approve the motion.

Clymer's Woods at Applebrook

The Board again discussed the issue of the grass growing among the trees in Clymer's Woods at the corner of Line Road and Paoli Pike. Carmen moved to continue to mow the grass among the trees until the trees grow high enough to choke out the grass and prevent it from growing.

Marty said he would second the motion but would like it enhanced to specify that the location be kept mowed and trimmed like a manicured lawn, and furthermore that all grassy open space within the Township be kept in this manner as a general practice. He stated that the Township should not have an unsightly eyesore such as Clymer's Woods. East Goshen is known best of all for the Applebrook Park, and having such an unkempt area right at Applebrook reflects badly on the Township. Senya noted that the Board agreed at a previous meeting to have the Clymer's Woods area mowed once per month during the growing season.

Public Comment: Ginnie Newlin, Conservancy Board – Said East Goshen will look “extremely ignorant” and “behind the times” if the grass is kept short. The grass should be left alone and allowed to grow to protect habitat. The grass should only be cut twice per year. She added that the whole of East Goshen Township Park should be kept as a meadow with strips of lawn mowed only in certain places.

Public Comment: Erich Meyer, Conservancy Board – Said he thinks there is room for compromise. He suggested mowing the edges of Clymer's Woods more regularly. That will help define the area and show there is clear intent, instead of having it look neglected. He reminded everyone that an agreement was reached at a previous meeting to mow the interior grass (between and under the trees) once per month to a 5” height. Heidi Karpa agreed. Erich added that once the trees start growing taller they will start to choke out the grass and there won't be as much grass to mow.

Senya noted that it was also agreed at a previous meeting that the Conservancy Board would have a sign installed at the site explaining the reforestation project.

Public Comment: Bill Egan, Mill Creek – Said he concurred with everything Ginnie Newlin said, and added that he wants the Township to consider introducing native understory shrubs and putting mulched leaves under the trees. Ginnie said she concurred with these suggestions.

Marty stated that in his opinion Applebrook should be kept mowed “like a lawn.”

Carmen moved to follow the suggestion of Erich Meyer for the remainder the summer. The perimeter of Clymer's Woods will be mowed short to frame the area. This perimeter will be a width of approximately 4 feet wide from the edge toward the interior, and the area from the trail outward to the roadway will also be kept mowed. Heidi Karpa pointed out that instead of saying 4 feet in width the motion could specify “one mower swath.” Carmen was fine with this. He added that the interior grass between and under the trees is to be maintained at the highest setting available on the current mowing equipment. In case any trees fall within the mower swath, common sense should prevail and the grass should not be mowed too near the trees. Chuck seconded the motion.

Public Comment: Bill Egan, Mill Creek – Said all grassy open space maintained by the Township should be cut at the highest setting, which is best for the environment. In fact, he recalls reading this very advice in a Township newsletter.

There was no further discussion or public comment on the motion. The Board voted and the motion passed unanimously.

Marty moved to mow the remainder of the grass in Applebrook to a height of 4". Chuck seconded the motion.

Public Comment – Heidi Karpa, Park & Rec – Said it's not as simple as just picking a height for the grass. Because this is the third year in a row this issue has been discussed by the Board, she suggested allowing the Conservancy Board to work with Public Works to develop a plan designating which areas of Township Open Space should be mowed and to what heights. Ginnie Newlin noted that the Natural Lands Trust already provided the Township with such a delineated plan.

Marty changed his motion to state that the interior of the park may be kept as meadow but the area from the trail out toward the roadway must be mowed. (No height was specified). The interior need only be mowed a width of two mower swaths in. Chuck seconded the revised motion. There was no further discussion or public comment. The motion passed unanimously.

Any Other Matter

Vacancy Board - Senya noted there is an opening on the Vacancy Board. Anyone interested in applying should contact the Township.

COG - Senya stated that Dr. Clapper's resignation has created an opening for a COG representative. Carmen moved to nominate Senya Isayeff as COG representative. Marty seconded the motion. There was no discussion or public comment. The motion passed unanimously.

Dates of Importance - Senya said he failed to mention at the last meeting that June 12 marked East Goshen's 196th birthday, and that Friday June 14 was Flag Day.

Thom Clapper - Senya asked if the Board would like to honor Dr. Clapper at a future meeting for his years of service to the Township. The other Board members said they would definitely like to do this but the June 25 meeting would probably not be the best time; it will have to be at another meeting.

Community Day Novelty Items – Heidi Karpa said the Park & Rec Commission would like to add \$400 to the Community Day budget for glow sticks and glow-light necklaces. These items will be sold to raise funds for Community Day. The seed money would be returned to the Township after the event. Jon noted that the Township will also charge sales tax on the items. Marty moved to approve the request for another \$400 for the Community Day budget. Carmen seconded the motion. Senya said everyone enjoyed seeing all the glow sticks and glow necklaces last year. There was no further discussion or public comment. The motion passed unanimously.

Geese – Rick reported that a census of the geese taken last week yielded only 16 birds. Therefore the roundup for this year has been cancelled as it would involve only 8 birds.

Muffin Monster – The Board reviewed a June 14 request from Mark Miller to replace the Muffin Monster grinder located at the Ashbridge Pumping Station with a refurbished unit at a cost of \$8,250.00. Carmen moved to authorize the expenditure of \$8,250.00 for a refurbished Muffin Monster. Chuck seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Friends of East Goshen – Chuck reported there has been a delay in filing for 501(c)3 status for the Friends due to increased red tape at the IRS and a requirement for additional paperwork. However, the amendment has been filed and the wheels are in motion.

Review of Minutes

The Board agreed to table review of the June 4 and June 11 minutes to a future meeting.

Treasurer's Report & Expenditure Register Report

See attached Treasurer's Report for June 13, 2013.

The Board reviewed the Treasurer's Report and the current invoices. Marty moved to accept the Treasurer's Report and the Expenditure Register Report as recommended by the Treasurer, to accept the receipts and to authorize payment of the invoices just reviewed. Carmen seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Action List

Employee Picnic – Rick reported the picnic was held on June 14. Three employees – Joanne Morgan, Steve Biondi and George Thompson were recognized for their 25-year service anniversaries.

Applebrook Golf Outings – Rick reported that the terms and conditions of the Township's use of the Applebrook Golf Club facilities have been tentatively revised per a meeting with Hank Belber on June 13. The terms and conditions will be valid through 2018. The only change is that the September 2013 outing will be held on the fourth Monday instead of the fourth or fifth Tuesday. Marty moved to finalize the agreement with the Applebrook Golf Club as outlined in the June 18 letter from Senya Isayeff to Hank Belber. Carmen seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Light Fixtures at Municipal Complex – The retrofitting of the fixtures has been completed.

New Item - The Board agreed that staff should add "Update the Open Space/Park & Rec Plan" to the Action List.

Correspondence & Reports of Interest

Senya acknowledged receipt of the 2nd Quarter Annual Planning Session Goals from the Commerce Commission and also the Municipal Authority.

Meetings & Dates of Importance

Senya noted the upcoming meetings as listed in the agenda.

Adjournment

There being no further business, the meeting was adjourned at 9:57pm.

Anne Meddings
Recording Secretary

Attachments:

- *LED Sign Bid Results*
- *Treasurer's Report*

LED Sign Bid Results June 12, 2013

Visual Information Services Corp P.O. Box 349 Bowmansville PA 17507	Total Cost \$43,869.00
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Signs Plus 4242 McIntosh Lane Sarasota, FL 34232	Total Cost \$42,918.00 Bid incomplete (no bid bond)
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Also submitted an option for LED signs with Fixed ID Cabinet: \$25,219 per location - Total \$50,438

Chadmark Associates 313 Woodbridge lane Media, PA 19063	Total Cost \$45,850.00
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Vis Signs/ Visual Information Systems Inc. 517 Milbeth Drive Suite 100 Pittsburgh, PA 15228	Total Cost \$46,835.00
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Forman Sign Company 10447 Drummond Road Philadelphia, PA 19154	Total Cost \$48,990.00
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KC Sign Company 142 Conchester Highway Aston, PA 19014	Total Cost \$49,200.00
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June 13, 2013

TREASURER'S REPORT
2013 RECEIPTS AND BILLS

GENERAL FUND

Real Estate Tax	\$43,084.32	Accounts Payable	\$542,513.25
Earned Income Tax	\$34,000.00	<u>Electronic Pmts:</u>	
Local Service Tax	\$0.00	Health Insurance	\$54,778.54
Transfer Tax	\$0.00	Credit Card	\$0.00
General Fund Interest Earned	\$1,433.08	Postage	\$0.00
Total Other Revenue	\$59,887.57	Debt Service	\$18,082.89
Total Receipts:	<u>\$138,404.97</u>	Payroll	\$94,000.00
		Total Expenditures:	<u>\$709,374.68</u>

STATE LIQUID FUELS FUND

Receipts	\$280,108.55	Expenditures:	<u>\$0.00</u>
Interest Earned	\$108.06		
Total State Liquid Fuels:	<u>\$280,216.61</u>		

CAPITAL RESERVE

Interest Earned	<u>\$770.62</u>	Expenditures:	<u>\$23,022.04</u>
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TRANSPORTATION FUND

Interest Earned	<u>\$310.31</u>	Expenditures:	<u>\$0.00</u>
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SEWER OPERATING

Receipts	\$107,680.30	Accounts Payable	\$58,698.24
Interest Earned	\$115.61	Debt Service	\$313,774.67
Total Sewer:	<u>\$107,795.91</u>	Total Expenditures:	<u>\$372,472.91</u>

REFUSE

Receipts	\$37,092.34	Expenditures	<u>\$69,450.37</u>
Interest Earned	\$49.23		
Total Refuse:	<u>\$37,141.57</u>		

SEWER CAPITAL RESERVE

Interest Earned	<u>\$208.34</u>	Expenditures	<u>\$5,850.00</u>
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