AGENDA
EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS
Tuesday, July 16, 2013
7:00 PM
Board will meet in Executive Session to interview for Vacancy Board at 6:45 PM
Formal meeting to commence at 7:00 PM

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
   a . Comp Plan Update – Announce the next meeting is scheduled for July 22, 2013
7. Public Hearings
   a. Public Hearing - Proposed Amendment of Township Code, "Peddling and Soliciting"
   b. Public Hearing - Proposed Amendment of Township Code, "Zoning" – Standards for collocation of existing tower
8. Police/EMS Reports – June 2013
   a. Brenda Bernot - Westtown East Goshen Police Chief
   b. Neil Vaughn - Malvern Fire Co Chief (not received at time agenda was done)
   c. Jerry Fokas - Goshen Fire Co President (not received at time agenda was done)
9. Financial Report
   a. 2013 2nd Quarter Financial Report
10. Old Business
11. New Business
    a. Consider Jon Altshul's memo regarding newsletter
    b. Consider Mark Miller's request for Gator replacement
    c. Consider 2013-2014 Archery Hunting Program
    d. Consider Mark Gordon's memo regarding plan scanning
12. Any Other Matter
13. Approval of Minutes
    a. June 4, 2013
    b. June 25, 2013
    c. July 2, 2013
14. Treasurer's Report
    a. July 11, 2013
15. Review Action List
    a. July 16, 2013
16. Correspondence, Reports of Interest
    a. Acknowledge Chester County letter regarding Housing and Community Development Programs
    b. Acknowledge DEP's approval of East Goshen's Act 101 Recycling Performance Grant for $29,782.00

17. Dates of Importance

July 01-Aug 02, 2013	Youth Recreation Day Camp	8:45-12:00 PM
July 15, 2013	Commerce Commission	7:00 PM
July 16, 2013	Board of Supervisors	7:00 PM
July 17, 2013	Police Commission WEGO Police Dept	5:30 PM
July 17, 2013	Historical Commission w/s Comp Plan as it relates to historical resources	6:30 PM
July 18, 2013	Local Traffic Advisory Committee Community Visioning Traffic Comments	1:00 PM
July 18, 2013	Farmer's Market	3-7:00 PM
July 22, 2013	Comp Plan Task Force	7:00 PM
July 25, 2013	Farmer's Market	3-7:00 PM
July 25, 2013	Town Tours & Village Walks @ Historic Goshenville	5:30 PM
Aug 01, 2013	Park Commission	7:00 PM
Aug 06, 2013	Board of Supervisors	7:00 PM
Aug 07, 2013	Planning Commission	7:00 PM
Aug 08, 2013	Historical Commission	7:00 PM
Aug 08, 2013	Farmers Market	3-7:00 PM
Aug 12, 2013	Municipal Authority	7:00 PM
Aug 14, 2013	Conservancy Board	7:00 PM
Aug 14, 2013	Farmers Market	3-7:00 PM
Aug 19, 2013	Commerce Commission	7:00 PM
Aug 19, 2013	Deer Committee	7:00 PM
Aug 20, 2013	Board of Supervisors	7:00 PM
Aug 21, 2013	Police Commission WEGO Police Dept	5:30 PM
Aug 22, 1013	Farmers Market	3-7:00 PM
Aug 26, 2013	Comp Plan Task Force	7:00 PM
Aug 29, 2013	Farmers Market	3-7:00 PM

Fall 2013 Newsletter Articles Due: September 1
Posted to Website: October 1

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.

NOTICE IS GIVEN that the Board of Supervisors of East Goshen Township will conduct a public hearing on Tuesday, July 16, 2013, as part of the public meeting which begins at 7:00 p.m., prevailing time at the Township municipal building located at 1580 Paoli Pike, West Chester, Pennsylvania 19380 to consider and possibly adopt an Ordinance with the following title:

AN ORDINANCE OF EAST GOSHEN TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA, AMENDING CHAPTER 169 OF THE EAST GOSHEN TOWNSHIP CODE, TITLED, "PEDDLING AND SOLICITING", TO AMEND SECTIONS 169-2 AND 169-3 CONCERNING THE APPLICATION PROCESS AND RULES OF CONDUCT FOR PEDDLING AND SOLICITING IN EAST GOSHEN TOWNSHIP; TO ADD A NEW SECTION 169-7 TO ADD A DO NOT CALL REGISTRY AND TO RENUMBER EXISTING SECTION 169-7 "VIOLATIONS AND PENALTIES" TO BE SECTION 169-8.

The complete verbatim text of the proposed Ordinance is available for public inspection and may be examined without charge or obtained for a charge not greater than the cost thereof at the Township's administrative offices at the above address during normal business hours, 8:00 a.m. to 5:00 p.m., Monday through Friday, and is also on file for public inspection at the offices of the *Daily Local News*, 250 North Bradford Avenue, West Chester, Pennsylvania and the Chester County Law Library, 313 W. Market Street, West Chester, Pennsylvania, where the same may be examined without charge. If any person requires an accommodation to participate in the hearing, please contact the Township building at least 24 hours in advance of the hearing at (610) 692-7171.

Louis F. Smith, Jr., Manager
East Goshen Township

PLEASE PUBLISH ON JULY 8, 2013

NOTICE IS GIVEN that the Board of Supervisors of East Goshen Township will conduct a public hearing on Tuesday, July 16, 2013, as part of the public meeting which begins at 7:00 p.m., prevailing time at the Township municipal building located at 1580 Paoli Pike, West Chester, Pennsylvania 19380 to consider and possibly adopt an Ordinance with the following title:

AN ORDINANCE OF EAST GOSHEN TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA, AMENDING CHAPTER 240 OF THE EAST GOSHEN TOWNSHIP CODE, TITLED, "ZONING", TO ADD A DEFINITION FOR COLLOCATION AND MODIFICATION IN SECTION 240-6; TO AMEND SECTION 240-15.H AND SECTION 240-31(C)(3)(h) TO REVISE THE STANDARDS FOR COLLOCATION AND MODIFICATION OF COMMERICAL COMMUNICATIONS ANTENNA ON EXISTING STRUCTURES TO COMPLY WITH THE PENNSYLVANIA WIRELESS BROADBAND COLLOCATION ACT, 53 P.S. § 11702.1 *ET SEQ.*

The complete verbatim text of the proposed Ordinance is available for public inspection and may be examined without charge or obtained for a charge not greater than the cost thereof at the Township's administrative offices at the above address during normal business hours, 8:00 a.m. to 5:00 p.m., Monday through Friday, and is also on file for public inspection at the offices of the *Daily Local News*, 250 North Bradford Avenue, West Chester, Pennsylvania and the Chester County Law Library, 313 W. Market Street, West Chester, Pennsylvania, where the same may be examined without charge. If any person requires an accommodation to participate in the hearing, please contact the Township building at least 24 hours in advance of the hearing at (610) 692-7171.

Louis F. Smith, Jr., Manager
East Goshen Township

PLEASE PUBLISH ON JULY 1, 2013 AND JULY 8, 2013

MONTHLY ACTIVITY REPORT FOR JUNE 2013

CAR #	YEAR/MAKE/MODEL	UNIT	USER	ENDING MILEAGE	LAST MONTH	TOTAL	DISTRICT COURT DISBURSEMENTS	AMOUNTS
67-64	2013 DODGE CHARGER	ADMINISTRATION	CHIEF BERNOT	1787	1234	553	EAST GOSHEN TWP	$2,512.83
67-36	2006 FORD EXPEDITION	ADMINISTRATION	SPARE	128304	128279	25	THORNBURY TWP	$1,038.78
67-44	2008 DODGE CHARGER	ADMINISTRATION	SPARE	90226	90050	176	WESTTOWN TWP	$4,682.68
67-62	2012 DODGE CHARGER	ADMINISTRATION	LT DICAVE	23343	22817	526		
67-52	2010 DODGE CHARGER	DETECTIVES	DET. LARGE	66608	66180	428		
67-55	2011 DODGE CHARGERS	DETECTIVES	DET/SGT. BRETZ	30700	30130	570		
67-38	2007 FORD CROWN VIC	DETECTIVES	DET.STAFFORD	82945	82332	613		
67-40	2007 FORD EXPEDITION	DETECTIVES	UNDERCOVER	93121	92834	287		
67-54	2011 FORD EXPLORER	DETECTIVES	RAGNI	63150	62100	1050		
67-65	2013 FORD EXPEDITION	DETECTIVES	LT CAHILL	8034	6198	1836		
	2002 FORD EXPLORER	DETECTIVES	UNDERCOVER - out of service	OOS	OOS	OOS		
	2004 DODGE RAM	DETECTIVES	UNDERCOVER	97389	97281	108		
67K90	2003 FORD CROWN VIC	K9	K9 - out of service	OOS	OOS	OOS		
67-32	2006 FORD CROWN VIC	TRAFFIC	1ST LINE PATROL	59652	59082	570		
67-42	2008 FORD EXPEDITION	TRAFFIC	1ST LINE PATROL	73690	72503	1187		
67-53	2010 DODGE CHARGER	TRAFFIC	1ST LINE PATROL (UNMARKED)	28677	28071	606		
67-49	2009 DODGE DURANGO	PATROL	1ST LINE PATROL	89841	88179	1662		
67-50	2010 DODGE CHARGER	PATROL	1ST LINE PATROL -out of service	OOS	OOS	OOS		
67-51	2010 DODGE CHARGER	PATROL	1ST LINE PATROL-out of service	OOS	OOS	OOS		
67-56	2011 DODGE CHARGER	PATROL	1ST LINE PATROL	49231	46029	3202		
67-57	2011 DODGE CHARGER	PATROL	1ST LINE PATROL	60242	56121	4121		
67-58	2011 FORD EXPLORER	PATROL	1ST LINE PATROL	51434	48958	2476		
67-59	2012 DODGE CHARGER	PATROL	1ST LINE PATROL	29165	25849	3316		
67-60	2012 DODGE CHARGER	PATROL	1ST LINE PATROL	35875	33859	2016		
67-61	2012 DODGE CHARGER	PATROL	1ST LINE PATROL	31226	28057	3169		
67-63	2013 DODGE CHARGER	PATROL	1ST LINE PATROL	5709	3751	1958		
67-66	2013 FORD EXPLORER	PATROL	1ST LINE PATROL	1862	430	1432		
					Total Miles	30455		

Memo

To: Board of Supervisors
From: Jon Altshul
Re: 2013 2nd Quarter Financial Report
Date: July 11, 2013

As of June 30, 2013, the general fund had year-to-date revenues of $5,700,378 compared to expenses of $4,293,582 for a positive variance of $1,406,796, excluding pass through accounts. Compared to the YTD budget, revenues were $113,885 over-budget, while expenses were $48,603 over-budget for a positive budget variance of $65,282. The general fund fund balance was $7,615,931.

Revenues

- There were no significant budget-to-actual variances among non-core revenues. Earned Income Tax and Real Estate Transfer Tax were $44,049 and $10,634 over-budget respectively, while real estate tax was $19,487 under-budget.
- Codes revenue is $63,807 over-budget due to a large commercial building permit receipt in May.
- Administration revenue is $63,807 over-budget due to high engineering recharge revenue, which is offset by higher expenses.
- Public Works revenue is $28,434 under-budget due to lower quarterly chargebacks from the sewer fund for administrative overhead expenses.

Expenses

- Public Works expenses are $152,841 over-budget, due to PennDOT's request that we transfer $280,109 from the general fund to the state liquid fuels fund. Because we expect to be able to zero out the balance of the state liquid fuels fund at the end of the year, this transfer will be offset by higher revenues at year end. In addition, we expect that in the next month or two PennDOT will formally notify us that roughly $115,000 of that transfer can be moved back to the general fund due to an oversight on its part.
- Administration expenses were $33,286 over-budget primarily due to the high engineering recharge expenses, which, as noted above, are offset by higher revenue.
- Codes expenses were $68,007 under-budget due to savings in a variety of line-items, including for the comp plan consultant.
- Parks & Recreation expenses were $28,391 underbudget due to modest savings in a variety of line-items.

OTHER FUNDS

Other funds continue to be in strong financial positions, as noted below.

- **The State Liquid Fuels Fund** has $643,789 in revenues and no expenses. As noted above, the fund received a $280,109 transfer from the general fund at the request of PennDOT, in addition to $363,306 in state aid. The fund balance is currently $643,850.

- **The Capital Reserve Fund** has $4,642 in revenues and $85,064 in expenses. The fund balance is $6,015,505. Please note the Capital Reserve Detail Sheet in your packet that shows $24,975 in

expenses for "new" assets paid for by the capital reserve fund (specifically for the energy efficient light fixtures, the geothermal HVAC system and the amphitheater construction).

- **The Transportation Fund** has $2,443 in revenues and no expenses. The fund balance is $1,051,866.

- **The Refuse Fund** has $498,478 in revenues and $503,058 in expenses. Net of revenues, the fund is underbudget by $15,823 through June. The fund balance is $804,519.

- **The Sewer Operating Fund** has $1,579,540 in revenues and $1,578,980 in expenses. Net of revenues, the fund is $47,335 underbudget through June. The fund balance is $576,564.

- **The Sewer Capital Reserve Fund** has $1,267 in revenues and $467,958 in expenses. The expenses are primarily due to transfers to the Municipal Authority for the various ongoing diversion projects and will be reimbursed later this year. The fund balance is $1,009,659.

YEAR-END PROJECTIONS

Based on performance in the first half of 2013, I am currently projecting that the general fund will finish the year with a small positive budget variance of $92,631. Excluding pass through accounts, revenues are forecast to be $200,142 under-budget, while expenses are projected to be $107,511 over-budget. This corresponds with a year-end deficit position of $357,440 (compared to a budgeted deficit of $450,071).

Among the key drivers of this projection:

- Non-core revenues are projected to finish the year more or less at their budgeted levels.
- Codes is projected to finish the year with a net positive position of $121,038 due to strong permit revenue and smaller savings in a number of personnel and non-personnel line-items. These positive trends are offset slightly by the fact that no Vision Partnership Grant revenue for the comprehensive plan will be received until 2014 when the update is completed.
- Net of revenue, Public Works is projected to be $5,628 under-budget. However, expenses are $127,889 over-budget due to the liquid fuels fund transfer described above. This transfer will be offset by higher year-end revenues when that fund is zeroed out.
- Both Administration & Public Works are forecast to finish the year slightly over-budget net of revenue, using conservative estimates for spending and revenue in the last 6 months of 2013. As a result, these departments may swing back into the black by year-end.
- Note that for the year-end projection, I assume that all new capital assets are paid for from the general fund.

Other funds appear to be on track to finish the year in healthy positions, as summarized in the year-end projections tab in your packets. Only the Refuse Funds appears on a course to finish in a slight deficit position (-$7,489), but this projected deficit is still less than the $20,403 budgeted deficit.

ACCOUNTS RECEIVABLE

Please note the memo from Tia recommending that we file District Justice complaints against two utility account holders who are more than $3,000 in arrears and are not current on payment plan agreements and/or in the process of foreclosure. Otherwise, utilities receivables were essentially unchanged from Quarter 1 at $315,132.

EAST GOSHEN TOWNSHIP
JUNE 2013 FINANCIAL RESULTS
June 30, 2013

Account Title	Annual Budget	Y-T-D Budget	Y-T-D Actual	Budget-Actual Variance
GENERAL FUND				
EMERGENCY SERVICES EXPENSE	3,587,260	2,065,715	2,024,589	(41,126)
PUBLIC WORKS EXPENSE	2,344,518	807,115	959,956	152,841
ADMINISTRATION EXPENSES	2,120,392	733,090	766,376	33,286
ZONING/PERMITS/CODES EXPENSES	473,095	261,812	193,805	(68,007)
PARK AND RECREATION EXPENSES	785,482	272,098	243,707	(28,391)
TOTAL CORE FUNCTION EXPENSES	**9,310,747**	**4,139,830**	**4,188,433**	**48,603**
EMERGENCY SERVICES REVENUE	51,643	28,449	24,581	(3,868)
PUBLIC WORKS REVENUE	846,600	257,323	228,889	(28,434)
ADMINISTRATIVE REVENUES	309,797	117,783	179,608	61,825
CODES REVENUE	275,825	156,421	220,228	63,807
PARK AND REC REVENUE	114,183	62,930	56,258	(6,672)
TOTAL CORE FUNCTION REVENUES	**1,598,048**	**622,906**	**709,564**	**86,658**
NET EMERGENCY SERVICES	**3,535,617**	**2,037,266**	**2,000,008**	**(37,258)**
NET PUBLIC WORKS	**1,497,918**	**549,792**	**731,067**	**181,275**
NET ADMINISTRATION	**1,810,595**	**615,307**	**586,768**	**(28,539)**
NET CODES	**197,270**	**105,391**	**(26,422)**	**(131,813)**
NET PARK AND REC	**671,299**	**209,168**	**187,449**	**(21,719)**
CORE FUNCTION NET SUBTOTAL	**7,712,699**	**3,516,924**	**3,478,869**	**(38,055)**
DEBT - PRINCIPAL	436,000	0	0	0
DEBT - INTEREST	208,182	105,149	105,149	(0)
TOTAL DEBT	**644,182**	**105,149**	**105,149**	**(0)**
TOTAL CORE FUNCTION NET	**8,356,881**	**3,622,073**	**3,584,018**	**(38,055)**
NON-CORE FUNCTION REVENUE				
REAL ESTATE PROPERTY TAX	2,001,978	1,956,449	1,936,962	(19,487)
OTHER INCOME	48,132	24,098	18,063	(6,035)
CABLE TV FRANCHISE	410,000	201,471	212,105	10,634
REAL ESTATE TRANSFER TAX	500,000	250,000	247,336	(2,664)
EARNED INCOME TAXES	4,631,700	2,377,353	2,421,402	44,049
LOCAL SERVICES TAX	315,000	154,216	154,947	731
TOTAL NON CORE FUNCTION REVENUE	**7,906,810**	**4,963,587**	**4,990,814**	**27,227**
NET RESULT	**(450,071)**	**1,341,514**	**1,406,796**	**65,282**

SUMMARY OF FUNDS REPORT (AKA "JOE REPORT")
ALL FUNDS YEAR-TO-DATE ACTUALS-AS OF JUNE 30,2013
* NOTE: GENERAL FUND INCLUDES PASS-THROUGH ACCOUNTS

		GENERAL FUND	LIQUID FUELS STATE FUND	CAPITAL RESERVE FD	TRANSPORT. FUND	REFUSE FUND	SEWER OP. FUND	SEWER CAP RESERVE	TOWNSHIP FUNDS	MUNICIPAL AUTHORITY
	1/1/13 BEGINNING BALANCE	**$6,429,604**	**$61**	**$6,095,927**	**$1,049,423**	**$809,099**	**$576,005**	**$1,476,350**	**$16,436,469**	**$61,884**
RECEIPTS										
310	TAXES	$4,777,958							**$4,777,958**	
320	LICENSES & PERMITS	$233,319							**$233,319**	
330	FINES & FORFEITS	$24,581							**$24,581**	
340	INTERESTS & RENTS	$64,547	375	$4,642	$2,046	$1,250	$642	$1,267	**$74,770**	$39
350	INTERGOVERNMENTAL	$0	363,306						**$363,306**	
360	CHARGES FOR SERVICES	$349,446				$497,228	$1,578,898		**$2,425,573**	$12,838
380	MISCELLANEOUS REVENUES	$335,210			$396				**$335,606**	$423
390	OTHER FINANCING SOURCES	$199,079	$280,109						**$479,188**	$482,000
		$5,984,141	$643,789	$4,642	$2,443	$498,478	$1,579,540	$1,267	**$8,714,300**	$495,300
EXPENDITURES										
400	GENERAL GOVERNMENT	$574,511		$34,556					**$609,067**	
410	PUBLIC SAFETY	$2,643,088							**$2,643,088**	
420	HEALTH & WELFARE	$58,552							**$58,552**	
426	SANITATION & REFUSE	$0				503,058	$1,077,332	$24,958	**$1,605,348**	$475,277
430	HIGHWAYS,ROADS & STREETS	$524,673		$12,402					**$537,075**	
450	CULTURE-RECREATION	$208,111		$38,106					**$246,217**	
460	CONSERVATION & DEVELOPMENT	$3,669							**$3,669**	
470	DEBT SERVICE	$124,719					$462,648		**$587,367**	
480	MISCELLANEOUS EXPENDITURES	$384,486							**$384,486**	
490	OTHER FINANCING USES	$280,109					$39,000	$443,000	**$319,109**	
		$4,801,919	$0	$85,064	$0	$503,058	$1,578,980	$467,958	**$7,436,979**	$475,277
	2013 SURPLUS/DEFICIT	$1,182,222	$643,789	-$80,422	$2,443	-$4,580	$560	-$466,691	**$1,277,321**	$20,023
	CLEARING ACCOUNT ADJUSTMENTS	$4,104								
	6/30/13 BALANCE	**$7,615,931**	**$643,850**	**$6,015,505**	**$1,051,866**	**$804,519**	**$576,564**	**$1,009,659**	**$17,717,895**	**$81,908**

EAST GOSHEN TOWNSHIP
JUNE 2013 YEAR-END PROJECTIONS
June 30, 2013

Account Title	Annual Budget	Y-T-D Actual	Y/E Projection	Budget-Actual Variance
GENERAL FUND				
EMERGENCY SERVICES EXPENSE	3,587,260	2,024,589	3,545,900	(41,360)
PUBLIC WORKS EXPENSE	2,344,518	959,956	2,472,407	127,889
ADMINISTRATION EXPENSES	2,120,392	766,376	2,175,403	55,011
ZONING/PERMITS/CODES EXPENSES	473,095	193,805	400,682	(72,413)
PARK AND RECREATION EXPENSES	785,482	243,707	823,866	38,384
TOTAL CORE FUNCTION EXPENSES	**9,310,747**	**4,188,433**	**9,418,258**	**107,511**
EMERGENCY SERVICES REVENUE	51,643	24,581	49,162	(2,481)
PUBLIC WORKS REVENUE	846,600	228,889	980,117	133,517
ADMINISTRATIVE REVENUES	309,797	179,608	348,694	38,897
CODES REVENUE	275,825	220,228	324,450	48,625
PARK AND REC REVENUE	114,183	56,258	110,087	(4,096)
TOTAL CORE FUNCTION REVENUES	**1,598,048**	**709,564**	**1,812,511**	**214,463**
NET EMERGENCY SERVICES	**3,535,617**	**2,000,008**	**3,496,737**	**(38,880)**
NET PUBLIC WORKS	**1,497,918**	**731,067**	**1,492,290**	**(5,628)**
NET ADMINISTRATION	**1,810,595**	**586,768**	**1,826,709**	**16,114**
NET CODES	**197,270**	**(26,422)**	**76,232**	**(121,038)**
NET PARK AND REC	**671,299**	**187,449**	**713,779**	**42,480**
CORE FUNCTION NET SUBTOTAL	**7,712,699**	**3,478,869**	**7,605,747**	**(106,952)**
DEBT - PRINCIPAL	436,000	0	436,000	0
DEBT - INTEREST	208,182	105,149	208,182	0
TOTAL DEBT	**644,182**	**105,149**	**644,182**	**0**
TOTAL CORE FUNCTION NET	**8,356,881**	**3,584,018**	**8,249,929**	**(106,952)**
NON-CORE FUNCTION REVENUE				
REAL ESTATE PROPERTY TAX	2,001,978	1,936,962	1,993,657	(8,321)
OTHER INCOME	48,132	18,063	47,132	(1,000)
CABLE TV FRANCHISE	410,000	212,105	410,000	0
REAL ESTATE TRANSFER TAX	500,000	247,336	500,000	0
EARNED INCOME TAXES	4,631,700	2,421,402	4,631,700	0
LOCAL SERVICES TAX	315,000	154,947	310,000	(5,000)
TOTAL NON CORE FUNCTION REVENUE	**7,906,810**	**4,990,814**	**7,892,489**	**(14,321)**
NET RESULT	**(450,071)**	**1,406,796**	**(357,440)**	**92,631**

SUMMARY OF FUNDS REPORT (AKA "JOE REPORT")
ALL FUNDS YEAR END PROJECTIONS-AS OF JUNE 30,2013
* NOTE: GENERAL FUND INCLUDES PASS-THROUGH ACCOUNTS

		GENERAL FUND*	LIQUID FUELS STATE FUND	CAPITAL RESERVE FD	TRANSPORT. FUND	REFUSE FUND	SEWER OP. FUND	SEWER CAP RESERVE	TOWNSHIP FUNDS	MUNICIPAL AUTHORITY
	1/1/13 BEGINNING BALANCE	**$6,429,604**	**$61**	**6,095,927**	**1,049,423**	**809,099**	**$576,005**	**$1,476,350**	**$16,436,469**	**$61,884**
RECEIPTS										
310	TAXES	$7,435,357							**$7,435,357**	
320	LICENSES & PERMITS	$449,738							**$449,738**	
330	FINES & FORFEITS	$49,162							**$49,162**	
340	INTERESTS & RENTS	$131,056	750	16,000	$4,000	$2,400	$1,000	$2,000	**$157,206**	$50
350	INTERGOVERNMENTAL	$89,740	643,414						**$733,154**	
360	CHARGES FOR SERVICES	$841,057				$989,686	$3,116,590		**$4,947,333**	$130,000
380	MISCELLANEOUS REVENUES	$1,108,776			$24,964				**$1,133,740**	$1,000
390	OTHER FINANCING SOURCES	$949,809		$428,206		$45,425		$900,000	**$2,323,440**	$3,429,769
		$11,054,694	$644,164	$444,206	$28,964	$1,037,511	$3,117,590	$902,000	**$16,327,129**	$3,560,819
EXPENDITURES										
400	GENERAL GOVERNMENT	$1,738,568		$14,467					**$1,753,035**	
410	PUBLIC SAFETY	$5,106,095							**$5,106,095**	
420	HEALTH & WELFARE	$126,050							**$126,050**	
426	SANITATION & REFUSE	$0				1,045,000	$2,370,854		**$3,415,854**	$909,049
430	HIGHWAYS,ROADS & STREETS	$2,012,542	644,164	$217,902	$26,800				**$2,901,408**	
450	CULTURE-RECREATION	$769,261		$39,720					**$808,981**	
460	CONSERVATION & DEVELOPMENT	$8,600							**$8,600**	
470	DEBT SERVICE	$667,102					$646,736		**$1,313,838**	$20,720
480	MISCELLANEOUS EXPENDITURES	$818,807							**$818,807**	
490	OTHER FINANCING USES	$165,109		$0			$100,000	$829,769	**$1,094,878**	$900,000
		$11,412,134	$644,164	$272,089	$26,800	$1,045,000	$3,117,590	$829,769	**$16,517,778**	$1,829,769
	2013 PROJECTED SURPLUS/(DEFICIT)	(357,440)	-	172,117	2,164	(7,489)	(0)	72,231	(190,649)	1,731,050
	12/31/13 PROJECTED BALANCE	**$6,072,164**	**$61**	**$6,268,044**	**$1,051,587**	**$801,609**	**$576,004**	**$1,548,581**	**$14,769,471**	**$1,792,934**

Memo

To: Board of Supervisors
From: Jon Altshul
Re: Newsletter
Date: July 8, 2013

At the June 4 meeting, the Board of Supervisors directed staff to research publishing a Township newsletter with advertisements. I spoke with representatives from five publishing companies, as summarized below. Note that only Hometown Press and Franklin Maps (both highlighted) are presently able to provide the type of newsletter that was proposed.

Name	Location	Cost	Other Newsletters Published
N2 Publishing	Wilmington, NC	• **Declined to give price quote**	*Bow Tree Living*
Hometown Press	Perkasie, PA	• **Postage only ($2,308.35 per issue)**	Radnor Township, Horsham Township, Lower Merion, Lehigh Township (among many others)
MGT Media **(note that MGT is unable to commit to East Goshen at this time, although it may be able to in the next 3-6 months)**	Boothwyn, PA	• **Postage only (approx $2,100 per issue)** • **Revenue sharing option when ad revenue exceeds targets**	Westtown Township
Franklin Maps	King of Prussia, PA	• **Half of postage (approximately $1,100 per issue)**	Tredyffrin Township, Lower Providence Township
Gazette Printers **(note that Gazette's quote was for a 16-page newsletter <u>with no ads</u>)**	Indiana, PA	• **$2,594 plus postage (Approximately $4,700 per issue).**	East Goshen Township Map (for new residents)

For perspective, we are currently spending $571 per issue for layout and design costs of the e-newsletter, meaning that using Franklin Maps would add only about $500 in expenses per issue, while Hometown Press would add a bit over $1,700 per issue.

<u>Space Considerations</u>

Publishing a newsletter with ads would require the Township to make potentially significant editorial cuts to the length the articles. Franklin Maps would aim for a ratio of about 40% Township-provided content to 60% ads, whereas Hometown Press would aim for a 60%-40% ratio. In other words, in a 16-page, fully-advertised newsletter, Franklin Maps would afford us only about 6.5 pages of text, while Hometown Maps would afford us about 9.5 pages.

However, realistically, the advertising will be fairly light in the first few publications and then pick up over time. When advertising picks up, page length can be increased in 4-page increments with no increase in the Township costs. In other words, it's unlikely that we'd ever be limited to just 6.5 pages (Franklin) or 9.5 pages (Hometown). That said, newsletter articles from both staff and ABCs will need to be succinct to accommodate the new format, particularly if we work with Franklin Maps.

Lead time

Hometown Press requires about 6 weeks lead time to produce the first newsletter, while Franklin Maps would require about 3 months. Articles would need to be submitted as much as a month prior to publication. This means that contributors would need to be very forward looking. For example, if we want to have a Fall Issue published in late September that features information on the Pumpkin Festival or leaf collection, the associated articles would need to be finalized in August. This could pose logistical problems as we want to avoid printing a newsletter that is already dated by the time it comes out.

I have provided sample copies of newsletters produced by both Hometown Press and Franklin Maps in your packets.

I have checked the references for both companies and have received uniformly positive responses.

For the Board's consideration

- Should the Township partner with a for-profit company to produce a newsletter with advertisements?
- If so, which vendor should we work with?
    - Does the extra space that Hometown Press provides justify the additional cost?
- How often should the newsletter be published?
- What is a target date for a first issue?

610-692-7171
www.eastgoshen.org

BOARD OF SUPERVISORS

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

July 1, 2013

To: Board of Supervisors

From: Mark Miller

RE: Gator Replacement

We budgeted monies in 2013 to replace our Gator. The piece of equipment is used on a daily basis for park maintenance.

We also utilize the gator for yard work and sewer maintenance such as televising the right of ways.

Pricing is as follows:

Conway Power Equipment:	$8,422.23
Littles John Deere	$8,996.00

I would recommend we place the order with Conway Power in the amount of $8,422.23. Both units are part of Pennsylvania COSTARS Program.

Memorandum

East Goshen Township
1580 Paoli Pike
West Chester, PA 19380
Voice: 610-692-7171
Fax: 610-692-8950
E-mail: mgordon@eastgoshen.org

Date: 7/1/2013
To: Board of Supervisors
From: Mark Gordon, Zoning Officer MG
Re: 2013-2014 Archery Hunting Program

Dear Board Members,

The Deer Committee (DC) met on May 20, 2013 and again on June 26, 2013 to finalize their recommendations for the upcoming Archery Hunting program.

One change the DC his recommending for the 2013 season is to the permitted hunting dates. The Committee discussed the dropping deer harvests for the program over the past few seasons and is recommending that the Board permit the hunting groups to follow the Pennsylvania Game Commission hunting season as published without township restriction.

In the past the DC has recommended a "Blackout Period" for hunting in the open space area to coincide with the winter break of the schools in the area. The DC believes this additional time in the field is crucial the success of the archery program. This "Blackout Period" is a prime time for deer hunting in the openspace areas and also for our hunting groups. As you know the safety record of the program is excellent and the impact this change will make for residents will be negligible. The hunting groups are reporting very little if any resident activity in the openspace areas during this part of the season. The PA Game Commission has a two week blackout of all deer hunting built into the state wide hunting season; just prior to the Holidays including Christmas Day. This is intended to remove hunting pressure for the deer during their mating season. The Deer Committee asked all the Deer Management Groups and they concur that this measure would greatly enhance their effectiveness.

I have drafted resolution 2013-24 for your consideration.

DRAFT MOTION:

Mr. Chairman, I move that we approve resolution 2013-24 which outlines the Deer Management Archery Hunting program for the 2013-2014 hunting season.

EAST GOSHEN TOWNSHIP
DEER COMMITTEE

July 1, 2013

East Goshen Township
Board of Supervisors
1580 Paoli Pike
West Chester, Pa. 19380

Re: 2013 Archery Hunting Program Recommendation

Dear Board Members:

At their meeting on June 26, 2013 the Deer Committee voted unanimously in favor of the following motion:

Mr. Chairman, I move that we recommend that the Board of Supervisors approve the following Deer Management Groups to participate in the 2013 Township Archery Hunting program:

Chester County trackers will manage the Grand Oak openspace area, Main Line Whitetail Managers will manage the Supplee Openspace area and Keystone Archers will manage the Bow Tree and the Wentworth openspace areas.

Additionally the committee also passed the following motion to recommending the hunting schedule to be followed within the Township open space areas for the 2013 hunting season.

Mr. Chairman, I move that we recommend that the Board of Supervisors approve the following a hunting schedule to mirror the Pennsylvania Game Commission deer hunting season without change in order to maximize the hunting time for the management groups.

Sincerely,

Mark A. Gordon
Zoning Officer

EAST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA

RESOLUTION NO. 2013 -- 24

A RESOLUTION ADOPTING SPECIFIC PROVISIONS OF THE DEER MANAGEMENT PROGRAM FOR THE 2013-2014 SEASON

WHEREAS, Section 163-4B of the Code of the Township of East Goshen requires the Board of Supervisors to designate the areas of Township land to be utilized for hunting as part of the Deer Management Program; and

WHEREAS, Section 163-4D of the Code of the Township of East Goshen authorizes the Board of Supervisors to identify Deer Management Groups to participate in the program; and

WHEREAS, Section 163-4F of the Code of the Township of East Goshen requires the Board of Supervisors to designate the days and times when deer management activities may occur; and

WHEREAS, Section 163-4G of the Code of the Township of East Goshen requires the Board of Supervisors to designate the procedure for reporting harvested deer; and

WHEREAS, Section 163-4H of the Code of the Township of East Goshen requires the Board of Supervisors to designate the procedure for reporting complaints; and

WHEREAS, Section 163-4I of the Code of the Township of East Goshen allows the Board of Supervisors to designate by resolution additional guidelines and procedures.

BE IT RESOLVED THAT the Board of Supervisors of the Township of East Goshen hereby adopts the following specific provisions for the 2013-2014 Deer Management Program:

Pursuant to Section 163-4B, the Board of Supervisors designates the open space in Bowtree/Clocktower, Supplee Valley East & West, Grand Oak/Millcreek and Wentworth for hunting as part of the Deer Management Program.

Pursuant to Section 163-4D, the Board of Supervisors authorizes the following Deer Management Groups to participate in the program: Keystone Archers, Main Line Whitetail Managers, and Chester County Trackers.

Pursuant to Section 163-4F, the Board of Supervisors authorizes the following dates and times: hunting may occur as outlined by the Pennsylvania Game Commission beginning September 21, 2013 until January 25, 2014.

Pursuant to Section 163-4G, the Board of Supervisors authorizes the following procedure for reporting harvested deer: Each hunter shall complete the Deer Management Program

Harvest Report form for each harvested deer and forward it to the Township electronically within 48 hours of harvesting a deer.

Pursuant to Section 163-4H, the Board of Supervisors authorizes the following procedure for reporting complaints: Complaints shall be filed in writing and hand delivered or emailed to the Township using the following email address: egtadmin@eastgoshen.org. Complaints may also be made by dialing 911.

Pursuant to Section 163-4I, the Board of Supervisors has no additional guidelines or procedures to designate at this time.

RESOLVED AND ADOPTED, this 16th day of July, 2013.

ATTEST:

EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS

_____

Secretary

_____

_____

_____

_____

_____

Memorandum

East Goshen Township
1580 Paoli Pike
West Chester, PA 19380
Voice: 610-692-7171
Fax: 610-692-8950
E-mail: mgordon@eastgoshen.org

Date: 7/8/2013
To: Board of Supervisors
From: Mark Gordon, Township Zoning Officer
Re: Plan Scanning

Dear Board Members:

As you know the Township has a large amount of large format plan sets in the basement of the Township building. The Township needs to maintain these records however paper gets old and brittle and some of the plans are damaged. We have scanned a number of the plan sets in the basement however we would like a way to store and access them electronically.

I'd like to hire an intern from West Chester University to help staff develop a plan and project scope and subsequently help staff develop an RFP for local document management vendors to respond too. The intern will also review the RFP's and prepare an recommendation for staff to review.

Staff will then interview the RFP respondents and make a recommendation to the Board on how to proceed.

I'd expect that we'd need an intern for approximately 120 hours for this project. At $12 hr the labor cost is $1440.

Amber Cifrese has recommended one of her classmates to help us and he has just finished a project with the Borough of Phoenixville.

Recommendation:

Instruct staff to hire an intern to develop a project plan and RFP for digitizing all the large format plans in the archives for future reference on our document management system.

EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
June 4, 2013
Draft Minutes

Present: Chairman Senya D. Isayeff, Vice-Chairman Carmen Battavio, and Supervisors Marty Shane and Chuck Proctor. Supervisor Thom Clapper was absent. Also present were Township Manager Rick Smith, CFO Jon Altshul, and Public Works Director Mark Miller. ABC members in attendance were Erich Meyer (Park & Rec), Kathryn Yahraes (Historical Commission) and Janet Emanuel (Zoning Hearing Board). Former Supervisor John Chatley was also present, as was Jeremy Gerrard of the *Daily Local.*

Call to Order & Pledge of Allegiance

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

Moment of Silence

Carmen called for a moment of silence to remember the troops, EMS workers, and police who help keep us safe.

Recording of Meeting

No one recorded the meeting.

Chairman's Report

Senya reported that the Township's Community Visioning Session was held last evening.

Police Report

Lt. Jim DiCave reported there were 528 calls for service from East Goshen in April. Patrols have been increased in Bow Tree and along Greenhill Road in response to increased crime in those areas. Phone scams involving Green Dot cards (prepaid credit cards) targeting the elderly continue to be a problem. Officer Wassell recorded a spot to air on the Hershey Mill TV station. The next Citizens' Police Academy session will begin in September, and details will be posted on the WEGO website soon.

Malvern Fire Company Report

Rick reported that Malvern assisted East Goshen on one call in April.

Public Comments on Non-Agenda Items

Kathryn Yahraes reported that Living History Day on June 1 went very well. There were approximately 425-435 attendees, 70% of which were new visitors. The event was staffed by 70 volunteers with an additional 10 volunteers who worked behind the scenes to make it all happen. The day was a prelude to East Goshen's upcoming Town Tours & Village Walk event scheduled for Thursday, July 25.

Financial Report

Jon Altshul summarized his May 13 memo to the Board. As of April 30 the General Fund had a positive variance of revenue to expenses in the amount of $1,065,669. Revenues were $407,222 over budget while expenses were $181,484 under budget for a positive budget variance of $558,706.

Noise Ordinance

The Board discussed Rick's memo of May 15 on this topic, written in response to a resident's complaint about a lawn service starting work before 7:00am in Bow Tree. Senya said he would like the police to enforce the existing ordinance rules (7:00am start time) before the Board attempts to change the ordinance to indicate a later start time for grass mowing. Marty said he agreed with Senya. Rick said he will contact the police again and ask for additional patrols in Bow Tree to enforce the 7:00am start time.

Trees at Township Building

Mark Miller reported that a review by Bartlett Tree Experts shows the three mature oak trees on the east and west sides of the Township Building are showing stress and need attention. Dead wood needs to be cut out and soil amendments should be applied, as outlined in Mark's May 15 memo to the Board. The total cost for the work will be $4,968.00. If nothing is done, the trees will rapidly decline and eventually die.

Marty moved to accept the quote from Bartlett Tree Experts to perform the aforementioned services for the Township trees in the amount of $4,968.00. Carmen seconded the motion. It was noted that the Township building was located specifically at its current location in order to save those particular trees. There was no further discussion and no public comment. The Board voted unanimously to approve the motion.

Personnel Manual

Jon Altshul summarized his memo of May 29 outlining suggested changes to the Township Personnel Manual which was last updated in 2008. John noted that an additional change not listed in the memo should also be made to delete all references to an "Appointing Authority" throughout the manual.

Marty said he would like the procedure to change so that resolutions are automatically created when the Board takes action that would make a change affecting the personnel manual. That way the manual will always be up to date.

The Board discussed proposed change #5 (sick time for dependents) at some length. Senya and Marty feel that sick time paid for by the Township should be used only when *employees* are ill and is not meant to be used to care for dependents. Rick noted it may be to the Township's financial advantage to allow employees to use sick time for dependents. This way, the Township may avoid paying employees at a higher rate of pay down the road for accrued sick time.

Marty moved to adopt a resolution incorporating all proposed changes to the Township Personnel Manual with the exception of #5 (allowing sick leave to be used for dependents), and

also deleting all references to an "Appointing Authority" throughout the manual. Carmen seconded the motion.

Carmen suggested the Board consider lumping all paid time off into one pot, allowing employees to use their time off as they wish and as they need. Marty said that may be worth considering for the future but does not impact the motion on the table.

Public Comment: Janet Emanuel – Stated that "Paid Time Off" (all categories put into one bucket, as Carmen mentioned) is trending as a human resources solution to some of these very issues.

Public Comment: Joe Buonnano, Herron Lane – Noted that Paid Time Off cannot be accrued. Employees must use it or lose it.

Public Comment: John Chatley – Stated that Paid Time Off (PTO) is the wave of the future.

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

Jon will research the concept of Paid Time Off to see if it might be an option for Township employees.

Employee Incentive Program

The Board discussed Jon Altshul's memo of May 28 on this topic. Marty stated that if compensation is chosen by an employee over paid time off, the rate of pay should be uniform for all employees to make it fair. The Board discussed using an average of the daily wage for hourly employees as the pay rate for this incentive. Jon and Rick will review this item again and come back to the Board with a revised recommendation. Until then, this matter will be tabled.

Printed Newsletter

Rick summarized his memo of May 28 to the Board regarding a suggestion from the Municipal Authority for the Township to resume mailing printed newsletters to each Township household.

Marty said he conducted an informal survey at the polls on Election Day. Of the 20 residents he spoke with, only 1 accesses the newsletter online. Marty said a printed newsletter is the only means of communication the Township has whereby the Board knows the information will get to the residents and be read by them. The online version will not be effective means of communication until many more residents sign on to Constant Contact. Marty said he is in favor of reinstating the printed newsletter. The Board may have voted to switch over to an electronic newsletter for valid financial motives, but it's apparent it was not the right time to make this change.

Rick noted that registrations for all Park & Rec programs have declined since the printed newsletter was phased out. In addition, many residents have indicated to him they thought Frank Vattilano had left the Township and was no longer conducting Park & Rec programs.

Carmen said he agreed the Board should consider bringing back the printed newsletter, and he suggested the Board look into accepting advertisements as a means of defraying the cost. The Board then briefly discussed services that print newsletters for municipalities, etc. and the consensus was that would be another option worth investigating again.

Senya noted that the Township spent a year letting residents know the printed newsletter was being discontinued and how they could access the information online. Senya asked Jon to obtain data showing the number of visitors to the Township website. Jon said he will have Brian McCool get this information. Senya asked how many residents have subscribed to get a paper copy of the newsletter mailed to them, or who stop by the Township Building for a free copy, and Jon said very few in both cases.

The Board then discussed the possibility of reducing the number of issues of a printed newsletter from the tradition 4 per year down to 3 or even 2.

The consensus of the Board was to have staff review this matter and provide a recommendation for various options (with pricing) for bringing back a printed newsletter.

Public Comment: Joe Buonnano, Herron Lane – Stated that Bow Tree has started a Bow Tree magazine. He received his first issue in the mail today.

Prevailing Wage

Marty moved to adopt a resolution urging the Pennsylvania General Assembly to enact commonsense reforms to the Prevailing Wage Act to reduce the financial burden on taxpayers consistent with what is set forth in HB 796 (PN 1496) and HB 665 (PN 1495). Carmen seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Pulte Escrow Release #3

Carmen moved to approve Applebrook (Pulte Homes) Escrow Release #3 in the amount of $182,674.16, leaving a balance of $115,952.34 to complete the remaining few items per the revised punch list dated May 9, 2013. Chuck seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Solicitation Policy

Rick apologized for not getting the documents pertaining to this matter into the packet. He reported that he spoke with Kristin Camp and she said having an "opt-out" feature for residents to avoid solicitations is okay. Rick will tweak the ordinance appropriately. Senya noted that maintaining a list of residents wishing to opt out of solicitations will be a service the Township can provide to its residents.

Township Real Estate Tax Policy

The Board briefly discussed the matter of a resident whose eligibility for the discounted rate (payment received within the discount period) on the Township real estate tax is in question due to a dispute regarding when the payment was postmarked. After staff revealed that the amount

in dispute is only $3.00, the Board advised the staff to credit this amount to the resident in question.

Shoring Struts

The Board reviewed a May 30 memo from Mark Miller requesting approval to purchase eight new shoring struts which are used by the Public Works Department when working in trenches. The old struts need to be replaced.

Carmen moved to authorize the purchase of eight new struts with the extensions and swivels used on shoring struts at a total cost of $8,152.00. Chuck seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Radar LED Speed Signs

The Board reviewed a May 30 memo from Mark Miller requesting approval to purchase two new mobile radar LED speed signs to be posted in developments. Marty moved to authorize the purchase of two new Radar LED Speed Signs with conventional batteries at a total cost of $4,338.00. Chuck seconded the motion. Mark was asked if solar batteries were an option. Mark said yes, but the conventional batteries work best in these units. There was no further discussion and no public comment. The Board voted unanimously to approve the motion.

Any Other Matter

Community Day – Jon reported that Frank Vattilano has requested authorization to spend an additional $600 on Community Day to pay for an Elvis impersonator ($275), a balloon artist ($200) and food for the members of the band ($125). (The band is performing for free so Frank would like to provide food for them.) Because donations to the Friends of East Goshen for this event exceed the current budget for the event, the additional costs can be absorbed at no cost to Township taxpayers. Marty moved to authorize the additional expenditure of $600 for Community Day. Chuck seconded the motion. There was no further discussion or public comment. The Board voted unanimously to approve the motion.

Cell Tower Ground Lease – Rick reported that CIG Wireless Corp. is acquiring the cell tower ground lease belonging to Liberty Towers, and CIG has asked East Goshen to execute an Estoppel Certificate. Marty moved to authorize the Chairman to execute the requested Estoppel Certificate. Carmen seconded the motion. Senya wants to make sure that CIG has the financial resources to post bond and to support the terms of the contract. Rick noted that Liberty Towers' bond will remain in place until the Township gets the new bond from CIG. Chuck suggested sending a letter to Liberty Towers requesting to be kept apprised of the transfer of the contract and requesting notification when the bond is switched over to the new owner.

Public Comment: John Chatley – Suggested the Township also request copies of any exhibits or agreements. Chuck agreed that was a good idea, and suggested sending Liberty Towers a general, blanket letter to cover all the bases.

Public Comment: Joe Buonnano, Herron Lane – Stated than an Evergreen bond is an option for the Township to consider.

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

Review of Minutes

The Board reviewed and corrected the draft minutes of May 7. Janet Emanuel and Kathryn Yahraes also had corrections. Senya stated the minutes would stand approved as corrected.

Treasurer's Report & Expenditure Register Report

See attached Treasurer's Report for May 30, 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

Hershey Mill Dam – Adam Brower will have an update to the Township by the end of the week.
Employee Picnic – Due to the weather forecast, the event will be rescheduled to July.
Comprehensive Plan – Rick reported that the Community Visioning Event ran until 9:30pm on June 3 and there were 10 or 11 residents in attendance not associated with any of the ABCs.
Comprehensive Plan Goals from ABCs – On May 30 a letter was sent to the ABCs clarifying the information needed by the Board.
Applebrook Golf Outing – A meeting has been scheduled with Hank Belber for June 13.
Light Fixtures at Municipal Complex – The retrofitting of the fixtures is under way.

Correspondence & Reports of Importance

Senya acknowledged receipt of the following:

- Letter from residents John & Corrine Edelman praising Township employees Joanne Morgan, Mark Miller and Steve Biondi for help with a sewer issue at their home.
- Letter from Rep. Dan Truitt congratulating East Goshen on receiving a $15,148 grant for recycling efforts in the Township.
- Letter from Carolyn Comitta, Mayor of West Chester, in gratitude to the WEGO Police Department for their assistance to the West Chester Police Department in handling a crowd disturbance on May 4. Chuck requested that a copy of the letter be sent to Chief Brenda Bernot.
- State Ethics Commission's Advice of Counsel regarding whether members of Township ABCs are required to sign ethics forms for the State.
- Letter from resident Donald C. Ruddy regarding his property at 1410 Linden Lane.
- Response Letter from Mark Gordon to Donald C. Ruddy regarding his property at 1410 Linden Lane.
- Letter from Mark Gordon to property owners within 1,000 ft of 1637 Manley Road regarding a subdivision sketch plan submitted by Patricia O'Neill for that property.
- Letter from the Renehan Building Group regarding construction at 1526 Greenhill Road.

Meetings & Dates of Importance

Senya noted the upcoming meetings as listed in the agenda.

Public Comment

Erich Meyer reported that CIG has a settlement date with Liberty Towers scheduled for the end of June for approximately 290 properties.

Joe Buonnano, Herron Lane – Stated that the residential hunting group in Bow Tree does not wish to merge with the professional hunting group.

John Chatley – Stated that he will be moving from East Goshen in two weeks to Milton, DE. He thanked Rick, Mark, the Board and staff at East Goshen for their assistance and camaraderie during his 46 years of serving the Township. Carmen wished John the best of luck and thanked him for all he did for East Goshen over the years and said he'd been an instrumental part of the Township.

Adjournment

There being no further business, the meeting was adjourned at 8:57pm.

Anne Meddings
Recording Secretary
Attachment: Treasurer's Report

May 30, 2013

TREASURER'S REPORT
2013 RECEIPTS AND BILLS

GENERAL FUND

		Accounts Payable	$165,989.38
Real Estate Tax	$75,631.33	Electronic Pmts:	
Earned Income Tax	$779,305.58	Health Insurance	$54,778.54
Local Service Tax	$25,118.03	Credit Card	$5,030.98
Transfer Tax	$34,172.22	Postage	$1,000.00
General Fund Interest Earned	$0.00	Debt Service	$18,082.89
Total Other Revenue	$294,129.79	Payroll	$170,000.00
Total Receipts:	**$1,208,356.95**	Total Expenditures:	**$414,881.79**

STATE LIQUID FUELS FUND

Receipts	$0.00		
Interest Earned	$0.00		
Total State Liqud Fuels:	**$0.00**	Expenditures:	**$0.00**

CAPITAL RESERVE

Interest Earned	**$0.00**	Expenditures:	**$0.00**

TRANSPORTATION FUND

Interest Earned	**$0.00**	Expenditures:	**$0.00**

SEWER OPERATING

Receipts	$400,938.08	Accounts Payable	$57,244.51
Interest Earned	$0.00	*Debt Service*	$29,774.67
Total Sewer:	**$400,938.08**	Total Expenditures:	**$87,019.18**

REFUSE

Receipts	$119,778.68		
Interest Earned	$0.00		
Total Refuse:	**$119,778.68**	Expenditures	**$74,702.58**

SEWER CAPITAL RESERVE

Interest Earned	**$0.00**	Expenditures	**$0.00**

EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
June 25, 2013
Draft Minutes

Present: Chairman Senya D. Isayeff, Vice-Chairman Carmen Battavio, and Supervisors Marty Shane and Chuck Proctor. Also present were Township Manager Rick Smith and Township Solicitor Kristin Camp. ABC members in attendance were Erich Meyer (Park & Rec), Kathryn Yahraes (Historical Commission), Susan Carty (Planning Commission), and Al Zuccarello (Commerce Commission and Planning Commission). Former Supervisor Thom Clapper was also present, as was Jeremy Gerrard of the *Daily Local.*

Call to Order & Pledge of Allegiance

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

Moment of Silence

Carmen called for a moment of silence to remember those in uniform who help keep us safe.

Recording of Meeting

Jeremy Gerrard recorded the meeting.

Public Comment on Non-Agenda Items

None.

Review of Minutes from June 11

The Board reviewed the draft minutes of the June 11 meeting and had no changes. Senya stated that the minutes would stand approved as submitted.

Interviews for Township Supervisor Position

Senya noted that at their June 11 meeting, the Board regretfully acknowledged receipt of Thom Clapper's resignation, effective June 10. He said the Board is very grateful and appreciative of the time Thom spent serving on the Board, and he will be greatly missed.

Senya thanked Ms. Janet Emanuel and Ms. Montajean Gay for their willingness to participate in the process of being interviewed to fill the unexpired term of Dr. Clapper. He explained that each candidate would be asked a series of predetermined questions by the Board, after which the Board members could ask additional questions. Following that the public would have an opportunity for input before the Board's vote on a replacement candidate. He asked that residents not ask direct questions of the candidates, however. Each candidate would be allotted a maximum of 30 minutes.

The two candidates drew numbers to determine the interview order. It was determined that Ms. Emanuel would go first.

Ms. Emanuel thanked the Board for the opportunity to interview for the position.

Interview of Janet Emanuel

1. Have you been an East Goshen resident for the past 12 months?
   Yes; I have lived here for 39 years.
2. What is your understanding of the role and responsibilities of a Township Supervisor?
   To serve the community and the residents, to develop and manage the budget and financial aspects of the Township, to set policy and to enforce ordinances.
3. Why do you wish to be a Supervisor?
   I have served the Township for 27 years on the Planning Commission and Zoning Hearing Board, and I feel it's time to expand my commitment.
4. Why should the Board select you as the 5th Supervisor?
   I have chaired the Planning Commission and currently chair the Zoning Hearing Board. I have the understanding and experience to start working as a Supervisor from day one.
5. Can you make a time commitment of at least 20-25 hours a month for meetings and preparation?
   Yes; I am retired and have the time.
6. What do you find the strengths and weaknesses of the current Board of Supervisors to be?
   An obvious weakness is the lack of any women on the Board. A strength of the Board is their determination to be proactive and to address issues up front.
7. What do you view as positive qualities about East Goshen and what areas do you believe need additional attention?
   East Goshen is one of the leading Townships in Chester County, but I see redevelopment as an issue that will have to be addressed in the future.
8. If you are appointed as a Supervisor what attributes and strengths would you bring to the Board to fulfill your role and responsibilities as a Supervisor?
   My educational background is in mathematics and accounting. I am an analytical and detail-oriented person. I have 20 years of experience as an office manager for a legal firm.
9. Have you served in any capacity in local government, either in East Goshen or some other community? Explain your duties and any leadership roles you may have had or obtained.
   I served on the Planning Commission for 10 years, being chairperson for 7 years. I have served on the Zoning Hearing Board for 17 years and am the current chairperson. I also served on the Bi-Township Traffic Task Force.
10. What leadership roles have you had and served in business, non-profits, and any other activities or organizations?
    I am the former office manager for the law firm Gawthrop Greenwood, PC. I am very active in my synagogue and in organizations at Hershey's Mill such as the Inverness Village Council, the Hershey's Mill Players (on the Steering Committee), and in the Havurah group.
11. What experience do you have in making and managing a business budget process?
    In my job at Gawthrop Greenwood I prepared budgets and financial reports for management.
12. What experience do you have in working with Land Use, Subdivisions or Zoning matters, either in East Goshen or elsewhere?

I have experience in all of these matters from my work for the Planning Commission and Zoning Hearing Boards. I have also worked on the Comprehensive Plan.

Marty asked Ms. Emanuel what areas she would like to focus on if she were a member of the Board. Ms. Emanuel said she would gravitate toward zoning and land development issues as these fall within her experience; however she is willing to learn whatever is needed to work in any area the Board needs her.

Marty asked her for more details about her background. Ms. Emanuel said she worked as an actuarial associate for Towers Perrin. From her time at Gawthrop Greenwood she gained experience with pension plans, health insurance, life insurance, facility insurance, payroll and payroll taxes, management reports, and cash flow.

Marty asked her if she's met with any Township employees to learn more about the day-to-day running of the Township. Ms. Emanuel said she has discussed some of the financial matters with CFO Jon Altshul, and if selected for the position she would contact him for more detailed information. She said she regularly speaks with Mark Gordon as part of her work for the Zoning Hearing Board, and regularly speaks to members of the Board.

Marty asked her what a woman would bring to the Board. Ms. Emanuel said she wouldn't suggest that the outcomes would be any different, but she believes a woman would enhance the Board with a different perspective.

Chuck asked her how long she's lived in Hershey's Mill. Ms Emanuel said she's lived in Hershey's Mill for 10 years and prior to that she lived 29 years in Marydel. Her daughter currently rents an apartment in the Township, which has given her additional perspective.

Chuck asked for more details about her education. Ms. Emanuel said she has a bachelor's degree in Mathematics and took graduate courses at SUNY Buffalo. She also took four semesters of accounting at West Chester University.

Interview of Montajean Gay

1. Have you been an East Goshen resident for the past 12 months?
   Yes, I've lived here for 27 years.
2. What is your understanding of the role and responsibilities of a Township Supervisor?
   Assisting in formulating and enacting policy. Developing and approving the budget. Hiring Township employees. Voting on community issues. Responding to the concerns of Township residents. Moderating meetings.
3. Why do you wish to be a Supervisor?
   Mainly because I believe more young people should get involved in the community, as we are the future. I would like to help set an example for other young people to get involved.
4. Why should the Board select you as the 5th Supervisor?
   It would be good to have a woman on the Board to bring a different perspective. I would also hope that because of my age I could bring a fresher perspective and fresh pair of

eyes to the Board. I grew up in East Goshen and have seen all the changes over the years.

5. Can you make a time commitment of at least 20-25 hours a month for meetings and preparation?
   Yes. I work from home and set my own schedule.
6. What do you find the strengths and weaknesses of the current Board of Supervisors to be?
   A strength is that the Board strives to improve communities within East Goshen such as Hershey's Mill. A weakness is that it's hard to do what's best for everyone. There is not as much outreach as there should be, and the Board meeting are poorly attended. Perhaps this stems from a lack of communication to the residents. The Township should embrace technology more. For example, the Township's Facebook page is not updated very often. Also, it would be good to broadcast via a public access channel so that residents unable to attend the meetings in person could still know what is going on.
7. What do you view as positive qualities about East Goshen and what areas do you believe need additional attention?
   I like the sense of community I saw on Community Day. However the Township is lacking because there aren't similar events throughout the year, and there aren't enough events for adults. There are events for younger children but not enough for adults.
8. If you are appointed as a Supervisor what attributes and strengths would you bring to the Board to fulfill your role and responsibilities as a Supervisor?
   I would bring a different, fresher perspective. My background in history has made me very good at doing research. I have a strong attention to detail. I work as a freelance writer and frequently have to research topics I'm not necessarily familiar with to get up to speed.
9. Have you served in any capacity in local government, either in East Goshen or some other community? Explain your duties and any leadership roles you may have had or obtained.
   I have not served in local government before.
10. What leadership roles have you had and served in business, non-profits, and any other activities or organizations?
    I am very active in my church, serving as a Eucharistic Minister and in the Sacristy. I also teach CCD classes, do data entry for the collections, and volunteer in the St. Vincent de Paul clothing drive.
11. What experience do you have in making and managing a business budget process?
    I have no experience with business budgets. The only budget I have experience with is my own. However, I would be happy to work with the Board and Jon Altshul to learn about the Township budget.
12. What experience do you have in working with Land Use, Subdivisions or Zoning matters, either in East Goshen or elsewhere?
    I don't have experience in these matters but would welcome the opportunity to work with the Board and Mark Gordon to learn more about these issues.

Chuck asked for more details about her education. Ms. Gay said she has a bachelor's degree in History, Politics, and International Relations from Immaculata University. He then asked about her employment. Ms. Gay said she is a freelance writer for the local religion and politics section

of the examiner.com, and was just recently moved into the general religion section so she may now cover national and international stories. Chuck asked where she lives in the Township and she said Pine Rock Road.

Marty asked if she is on Constant Contact. Ms. Gay said she recently learned about Constant Contact but has not signed up yet. Until now she has learned about Township matters directly from the Township web page. Marty told her the Township is in the process of building an amphitheatre at the park which will help address the lack of programs for adults. Marty asked if she has been in touch with any staff members in preparation for the interview. Ms. Gay indicated she only spoke with Senya Isayeff, and the rest of her research was done from the Township website.

Marty noted there are numerous ABCs in the Township that are frequently in need of volunteers and asked if she has ever considered serving the Township in that way. Ms. Gay says she has been trying to get involved with the Historical Commission but unfortunately she teaches CCD classes on Wednesday evenings, precluding her from participation in their meetings. However, now that it's summer and CCD classes are not being held, she's planning to attend the Historical Commission meeting tomorrow evening.

Marty thanked both candidates for their participation in this process and their willingness to serve the community.

Public Comment

Al Zuccarello – Said he found Ms. Gay to be delightful. He said if Ms. Gay is not selected for the Supervisor position he would love to have her on the Commerce Commission when there is an opening if the Historical Commission doesn't grab her first. He would love to see Ms. Gay get some experience serving the Township at the ABC level. He also noted that he has worked with Ms. Emanuel on the Planning Commission and she is "tough."

Kathryn Yahraes – Said the Supervisors and ABCs should have a plan to involve the younger generation, as it's important to groom qualified and interested residents to fill Township openings.

Charles Ledine (Willistown resident) – Said the loss of Thom Clapper is a tremendous blow to East Goshen. Mr. Ledine said he has been a client of Gawthrop Greenwood for 20 years and it runs like a clock. It will not be often the Township gets a candidate for Supervisor with so much relevant experience as Janet Emanuel. Furthermore, she did not apply for the position just because she wants to be a Supervisor. She has shown her interest and dedication to the Township by serving in other capacities for so many years.

Selection of a Candidate

Chuck moved to nominate Janet Emanuel for the position of interim Supervisor to fill the unexpired term of Dr. Thom Clapper, which runs through the end of 2013. Chuck said Ms. Emanuel's many years as an East Goshen resident, her longstanding commitment to serving the Township on the Planning Commission and Zoning Hearing Board, her involvement in community activities, and her work experience – particularly in regard to budgets, payroll and

pension issues – recommend her for the job, and she is the better qualified candidate at this time. Ms. Emanuel experience will be especially valuable to the Board as the Township continues to seek to control costs. Marty seconded the motion.

Marty told Ms. Gay that while it's not impossible, the learning curve to serve as a Supervisor is long and arduous if the individual has little to no experience working for the Township. He said he believes Ms. Emanuel has the experience and background that make her the most appropriate selection at this time. Ms. Emanuel's work experience is also valuable to the Township because in her role at Gawthrop Greenwood she dealt with many of the key players in Chester County, and her contacts will be an additional asset to the Board. Marty encouraged Ms. Gay to get involved with the Township, perhaps at the ABC level if that would be of interest to her.

Marty told Kathryn Yahraes that the Supervisors are well aware of the need to get younger people at the Township to serve on the ABCs, etc. However, the problem is that the younger people are usually the busiest with budding careers and small children, making it difficult to add a volunteer position to their busy lives.

Chuck noted that Ms. Emanuel has been attending the Comprehensive Plan Task Force meetings regularly as an observer to familiarize herself with the Comp Plan process, and this is one more example of her dedication to the Township.

Senya quoted Ernest Hemingway: "It is good to have an end to journey toward; but it is the journey that matters, in the end."

There was no further discussion or public comment. Senya asked for a roll call vote in alphabetical order. The Board voted unanimously to appoint Janet Emanuel to the unexpired term of Dr. Clapper.

Senya congratulated Ms. Emanuel on her appointment, and informed her that she would be sworn in at the next meeting.

Public Comment on Non-Agenda Items

None.

Adjournment

There being no further business, the meeting was adjourned at 8:00pm.

Anne Meddings
Recording Secretary

EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
July 2, 2013
Draft Minutes

Present: Chairman Senya D. Isayeff, Vice-Chairman Carmen Battavio, Supervisors Marty Shane and Janet Emanuel. Supervisor Chuck Proctor was absent. Also present were Township Manager Rick Smith and CFO Jon Altshul. ABC members in attendance were Erich Meyer (Park & Rec), Kathryn Yahraes (Historical Commission) and Susan Carty (Planning Commission).

Call to Order & Pledge of Allegiance

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

Moment of Silence

Carmen called for a moment of silence to remember the troops and all those in uniform who help keep us safe.

Recording of Meeting

No one recorded the meeting.

Public Comment on Non-Agenda Items

Kathryn Yahraes reminded everyone that the East Goshen Town Tour & Village Walk event is scheduled for July 25. The event is free and will have a Civil War theme. More information is available on the Township website and in the online newsletter.

Chairman's Report

Senya announced that the next meeting of the Comprehensive Plan Task Force (CPTF) is scheduled for July 22. Senya asked John Theilacker of the Brandywine Conservancy (BC) to give a brief overview of the Comprehensive Plan. Mr. Theilacker said the BC is working on developing a more implementable, issue-driven Comprehensive Plan. The BC is working with the CPTF to identify specific issues.

Swearing in of Supervisor Janet Emanuel

Judge William D. Kraut arrived and administered the Oath of Office to new Supervisor Janet Emanuel, who was appointed by the Board on June 25 to fill the unexpired term of Dr. Thom Clapper.

Financial Report

Jon Altshul reported on several issues the staff was asked to address following the June 5 Annual Planning Session. These included determining the appropriate funding level for the Capital Reserve and the Sewer Capital Reserve Funds. Staff was also asked to look into issuing a multi-year, inter-fund loan between the General Fund and the Sewer Capital Reserve Fund to reimburse costs incurred by the Municipal Authority for various diversion projects.

As a bit of housekeeping, Jon noted that the Municipal Authority recently amended its 2013 budget to reflect the results of The Reserve Pump Station project bid. Because the cost of this increase will be borne by the Sewer Capital Reserve Fund, the Board would need to approve an offsetting increase in the transfer to the Municipal Authority.

Marty moved to amend the 2013 Sewer Capital Reserve Fund budget to increase the transfer to the Municipal Authority (09492-0700) by $43,000 from $786,769 to $829,769. Carmen seconded the motion. There was no discussion or public comment. The Board voted and the motion passed unanimously.

Jon told the Board that after doing research, the staff recommends the Township borrow $2.25M from DelVal a) to reimburse the Sewer Capital Reserve Fund for costs incurred in the four diversion projects and b) to pay for future costs of the Reservoir Road diversion project.

Marty moved to authorize staff to start the process to borrow $2.5M from DelVal for the purposes stated by Jon. Marty said it would be prudent to borrow $2.5M instead of $2.25M because the costs for projects are inevitably higher than the original estimates. Carmen seconded the motion. Rick noted for the audience that the staff will go ahead and apply for the loan, but there will be a public hearing on this matter before anything is finalized. There was no further discussion and no public comment. The Board voted unanimously to approve the motion.

Regarding the possibility of whether the nine "new" capital projects (as listed in Jon's June 25 memo to the Board) should be paid out of the Capital Reserve Fund instead of the General Fund (as originally budgeted), with the Township then transferring from the General Fund to the Capital Reserve Fund an amount equal to the purchase price of those assets to reimburse the Capital Reserve, the consensus of the Board was that this matter should be referred to the Finance Committee.

Comprehensive Plan Update – Sustainable Communities Assessment

John Theilacker of the Brandywine Conservancy (BC) was present to discuss the Sustainable Communities Assessment (SCA), a Conservancy tool designed to analyze a municipality's land-use decision framework through the lens of sustainability. Mr. Theilacker noted that the CSA provided to the Township is the result of the BC's efforts in reviewing existing Township ordinances. He stated that the CSA was reviewed by Rick Smith, Mark Gordon, the Township Engineer, Township Traffic Engineer and the Municipal Authority Engineer. Their comments were incorporated into the final draft, which was then reviewed by the Planning Commission.

Referring to page 25 of the CSA, Carmen questioned the need for the Township to spend money redoing the Act 537 Plan. He said he would rather see the money spent elsewhere on sustainability efforts, such as on stormwater issues. Carmen said he believes the Township has done its due diligence regarding the Act 537 Plan, and he differs with the SCA's characterization that the Township has gone about it in a "piece-meal" fashion. He thinks the Township has done a good job keeping up with the Act 537 Plan and would not deem East Goshen deficient in this regard.

Mr. Theilacker pointed out that the Comprehensive Plan is going to cover the next 20 years, and during that time the Township may undergo some redevelopment which would alter the sewer requirements.

Marty said he could see where both Carmen and the BC were coming from in this regard, and suggested the wording on Page 25 be tweaked to indicate that a revision to the Act 537 Plan is not something that *must* be done, but rather *may need to be* done.

Marty cautioned that if something is mentioned in the Comprehensive Plan, everyone will expect it to be fulfilled. For that reason he questioned the recommendation to install sidewalks throughout the Township. He noted this would be a "monumental" expense and would involve property taking. Sidewalks are a wonderful amenity and would be a good idea if the Township was starting over from scratch. However, for a Township that's already built out the idea is impractical and certainly not affordable. He said he did not see how this recommendation could possibly be accomplished.

Mr. Theilacker said if the sidewalk issue makes it into the Comp Plan it would be in an attempt to establish some linkages within the Township. The Township would not be expected to install sidewalks everywhere at once, but to consider doing so in small, incremental steps -- such as during a redevelopment project when the cost could be pushed onto the developer, or as other opportunities present themselves.

Janet asked about the composition of the sidewalks being recommended. Mr. Theilacker said they did not have to be asphalt or concrete; they could be made using stone dust. Janet pointed out that paved sidewalks would add to the impervious cover in the Township, and Mr. Theilacker said that would be a trade-off the Township would have to take into consideration. He then stated that he is not suggesting the Township engage in any property takings to add sidewalks.

Carmen said the Planning Commission will have to be careful not to put too many "wish list" items in the final plan as folks will read it and expect that everything listed is definitely going to be accomplished.

Public Comment: Susan Carty (Planning Commission) – Said the sidewalks are a vision or concept for the future of the Township, just like having a Town Center. A Town Center accessible by sidewalks would be an amenity to attract new residents and retain existing residents. Of course the Commerce Commission would have to be involved.

Janet questioned whether the goals in the CSA are appropriate for East Goshen. She observed that it might not actually be a good thing for residents to raise chickens on small lots, and she noted that many young couples with children actually like cul-de-sacs for reasons of safety. Mr. Theilacker stated that there are still tracts within East Goshen which may get developed in the future and the CSA provides a vision for how it may be done in a sustainable manner. The Board told him that actually, the only large undeveloped tract with the potential for development is the Price farm..

Senya told Mr. Theilacker that each municipality in Chester County has its own flavor, and they cannot all be expected to be the same nor should they be. For this reason it seems to him the "boilerplate" CSA text should not have been used. He noted for example that if someone wants to raise chickens, perhaps they should move to a more rural area like Honey Brook instead of East Goshen. Senya pointed out the East Goshen banner hanging in the Board Room which reflects the core goals of the Board which are: Preserving the Past/Serving the Present/Protecting the Future. This banner also represents how the Board strives to make all decisions, which are whether they are 1) Environmentally Sound, 2) Fiscally Responsible and 3) Socially Equitable.

Senya stated that East Goshen will never have a Town Center, as the area is not large enough, and "it's not who we are." Instead, the Township should highlight the strengths it does have and not try to be something different, or aspire to incorporate things such as chickens or Town Centers that may have worked elsewhere, just because those things were included in the boilerplate. Mr. Theilacker said the suggestions are not boilerplate; instead, they are common markers of sustainability.

Rick noted that when the BC drafted the CSA, they used a process similar to a medical office in which the same basic measurements (height, weight, blood pressure) are performed on every patient regardless of whether they presented for treatment of a cut finger or cancer.

Senya asked if the BC made any effort to determine East Goshen's strengths and highlight them instead of attempting to impose new ideas on this Township just because those same ideas may have worked elsewhere. Senya said he's sure a lot of work and effort went into the CSA, but he would prefer that it highlight the strengths of East Goshen and provide some polish to those strengths.

Public Comment: Art Polishuk, Grand Oaks – Said he agreed with Senya that this CSA is "just not us." He also expressed disappointment that the BC did not take any comments from residents into consideration when developing the CSA. In his opinion the Community Visioning Session was nothing but an effort for the BC to impose their ideas on the residents. They came in with pre-scripted comments and didn't want to hear anything else. Mr. Polishuk said he found that extremely offensive as a resident. Mr. Polishuk said he worked on the past two Comprehensive Plans and has some knowledge of the process. Senya noted that public comment was accepted at the four Comprehensive Plan Task Force meetings that have been held to date. Mr. Polishuk replied that those meetings were not advertised specifically as meetings where residents could provide input, as the Visioning Session was. Marty stated that the BC did capture the comments made at the Visioning Session and they have 10-12 pages of comments he has seen; however that meeting was held after the CSA draft was already complete. He trusts that the comments made at the Visioning Event will be incorporated into future documents. Marty also noted it was unfortunate the Visioning Event only attracted 4-6 residents who are not already involved with the Township.

Marty stated that while there are good things in the CSA, East Goshen is a distinct and desirable community and wants to stay that way. He noted an error within the report which indicates there are available commercial properties in the Township. He asked Mr. Theilacker to correct that because at present there is only one vacant property.

Carmen stated that just because the Township does not have something another municipality has (such as chickens), it doesn't make East Goshen deficient.

The Board then apologized to Mr. Theilacker because it seemed like everyone was ganging up on him this evening. Senya said perhaps the Board had been remiss in not letting the BC know about the areas in which they feel the Township excels and suggesting this exercise be used an opportunity for improving those strengths.

Public Comment: Kathryn Yahraes – Suggested it might be appropriate to do an old-fashioned T-square of the "Pros" and "Cons" of the Township and then feed this information to the BC. Susan Carty said that has already been done.

Public Comment: Susan Carty – Told the Board it sounds like they don't want a vision for the future but instead are looking to preserve what already exists. She wondered about the Board's objections to the CSA, noting that this document has been out since the first meeting of the CPTF, so why was the Board was only now voicing their concerns. Senya stated that he disagrees that chicken farming represents a "vision" and objected to the suggestion that because members of the Board are not necessarily in favor of mass chicken farming in East Goshen they are not visionary. Ms. Carty said perhaps using chicken farming was a bad example.

Public Comment: Art Polishuk, Grand Oaks – Said that during the Visioning Event, representatives of the BC came to the various tables where residents were seated and provided them with a set list of questions. They did not take other input or solicit ideas. They were only looking for confirmation of their own ideas. He said the BC should consider changing their methodology and way of interacting with East Goshen.

Public Comment: Erich Meyer – Said he also attended the Visioning Event and in his opinion the questions posed by the BC were intended to facilitate discussion. He did not get the feeling that anyone was stifled or discouraged from providing input. He observed that the BC had to come prepared with something for the meeting and they had no idea who would show up or how many people would turn out. Also, the BC had an open comment period at the end of the meeting.

Marty told Mr. Polishuk that the Visioning Event did go according to the way the BC had outlined it to the CPTF ahead of time. He reiterated his knowledge that the public comments were indeed captured.

Senya told Mr. Theilacker that the Board would need to do some homework and get back to him. Marty said the BC developed the CSA by reviewing four Township documents and scoring them. He said tonight's discussion should have taken place much earlier in the Comprehensive Plan process.

Mr. Theilacker stated that the CSA was never intended to try and make East Goshen like everyone else. He stated that he heard the Board load and clear and would not need additional information from them to prepare for the next CPTF meeting, where the CSA will be discussed.

The Board agreed that no action was necessary on the CSA this evening beyond acknowledging receipt of the report.

PECO Natural Gas Service to Cell Tower

The Board reviewed a request from Mark Gordon to authorize a resolution granting a right-of-way to PECO for the installation and maintenance of a natural gas line to the cell tower located in the Township complex. This gas line will be used by AT&T and Verizon to fuel their emergency generators. Carmen moved to approve Resolution 2013-71. Marty seconded the motion.

Public Comment: Art Polishuk, Grand Oaks – Brought up the recent cell tower fire in Bensalem and said he thinks fire suppression will be needed for the generators. Also, he would like there to be a cutoff for the gas located far enough away from the tower for the Fire Company to shut it off in the event of emergency. Carmen stated that the NFPA mandates a shutoff valve be located at the curb. Furthermore PECO is actually very quick to respond to that type of emergency and would be the ones to shut off the gas. Carmen said he understood Mr. Polishuk's concerns but said the gas line is not actually the issue – in the Bensalem incident the fire resulted from welders not knowing what they were doing. Regarding the fire suppression for the generators, Carmen said in the event of a gas fire it's actually safer to let it burn than to try and suppress it before it's turned off.

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

Any Other Matter

Applebrook Golf Agreement – Rick reported that one sticking point remains, which is East Goshen residents with a doctor's note getting to borrow a golf cart for free while Applebrook members must pay a $30 rental. Senya stated that on behalf of all East Goshen residents it's unreasonable to begrudge a $30 cart fee to Township residents after all the Township has done for Applebrook.

Vacancy Board – Rick informed the Board that next week they would be interviewing candidates for the Vacancy Board. The concensus of the Board was that they could start the Executive Session at 6:30 if necessary.

Zoning Hearing Board – The Board authorized Rick to advertise the vacancy on the Zoning Hearing Board.

Review of Minutes

The Board reviewed and corrected the draft minutes of June 5 and June 18. Senya stated the minutes would stand as corrected. The June 4 minutes will be put on the next agenda.

Treasurer's Report & Expenditure Register Report

See attached Treasurer's Report for June 27, 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

Hershey Mill Dam – Per Adam Brower, the revised plans were sent to DEP this morning.

Correspondence & Reports of Interest

Senya acknowledged receipt of the following:

- 2013 Goals from the Planning Commission.
- Letter from Dr. Leslie Partem dated June 18 regarding property concerns and safety violations at Rose Hill Estates Luxury Condominiums.
- Response letter to Dr. Leslie Partem dated June 26 from the Township regarding property concerns and safety violations at Rose Hill Estates Luxury Condominiums.
- Letter from Janet Emanuel tendering her resignation from the Zoning Hearing Board effective June 25 due to her appointment as Township Supervisor.

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 9:15pm.

Anne Meddings
Recording Secretary
Attachments: Treasurer's Report

June 27, 2013

TREASURER'S REPORT
2013 RECEIPTS AND BILLS

GENERAL FUND

Real Estate Tax	$26,684.27	Accounts Payable	$67,532.89
Earned Income Tax	$206,676.53	Electronic Pmts:	
Local Service Tax	$41,235.52	Health Insurance	$0.00
Transfer Tax	$57,327.06	Credit Card	$2,750.37
General Fund Interest Earned	$0.00	Postage	$0.00
Total Other Revenue	$67,905.53	Debt Service	$0.00
Total Receipts:	**$399,828.91**	Payroll	$92,000.00
		Total Expenditures:	**$162,283.26**

STATE LIQUID FUELS FUND

Receipts	$0.00		
Interest Earned	$0.00		
Total State Liqud Fuels:	**$0.00**	Expenditures:	**$0.00**

CAPITAL RESERVE

Interest Earned	**$0.00**	Expenditures:	**$33,293.60**

TRANSPORTATION FUND

Interest Earned	**$0.00**	Expenditures:	**$0.00**

SEWER OPERATING

Receipts	$29,346.73	Accounts Payable	$19,479.02
Interest Earned	$0.00	*Debt Service*	$0.00
Total Sewer:	**$29,346.73**	Total Expenditures:	**$19,479.02**

REFUSE

Receipts	$9,802.60		
Interest Earned	$0.00		
Total Refuse:	**$9,802.60**	Expenditures	**$8,410.32**

SEWER CAPITAL RESERVE

Interest Earned	**$0.00**	Expenditures	**$0.00**

EAST GOSHEN TOWNSHIP
ACTION LIST

	New additions are in **bold**	July 16, 2013
#	**Item**	**Date**
1	Quarterly Report on Comp Plan Goals for ABCs	July 16, 2013
4	Quarterly Report Municipal Authority Projects	July 16, 2013
5	Quarterly Financial Reports	July 16, 2013
8	Quarterly Report on I&I	July 16, 2013
9	Quarterly Review of Right to Know Requests	July 16, 2013
10	Comcast Franchise Renewal	July 16, 2013
11	Hershey's Mill Dam	August 6, 2013
13	Comp Plan	August 6, 2013
14	Open Space Plan	August 6, 2013

EAST GOSHEN TOWNSHIP
ACTION ITEM

Item:	**Quarterly Comp Plan Goals Report from ABCs**	No:	1
List Date:	**2/5/2013**	Completed Date:	
Description:	Have ABC's undertake specific goals from Comp Plan with quarterly repots		

Date	Action
2/5/2013	BoS identified specific goals from Planning Session. Sent memo to ABCs
7/2/2013	**Reports received from MA, Commerce, PC.**

EAST GOSHEN TOWNSHIP
ACTION ITEM

Item:	Quarterly Report on Municipal Authority Projects	No:	4
List Date:	2/17/2011	Completed Date:	

Description: Identify Municipal Authority projects, develop schedule and determine funding mechanism.

Date	Action
	2010 info is hidden to save space
1/17/2012	RCSTP - Completed, Audit filed with State. Lockwood - We have all permits. Going out for Bid in January. Marydell - We have Act 537 Plan Approval Reserve PS and HMPS - Currently reviewing pipe layout
4/17/2012	RCSTP - Completed Lockwood - Construction to starte in April. Marydell, Reserve PS and HMPS - In final design
7/17/2012	RCSTP - Completed Lockwood - pipework completed, working on plant.. Marydell, Reserve PS and HMPS - In final design see attached
11/16/2012	See attached
1/15/2013	Lockwood - need to do final restoration in 2013 , Marydell - open bids 2/5/13, Reserve PS need easements and working on bid documents, HMPS - open bids on 2/5/2012
4/16/2013	Lockwood - need to do final restoration in 2013 , Marydell - Under Construction, Reserve PS need easement, HMPS - work to start in April
7/16/2013	**Lockwood - graded and seeded. Marydell PS - Pipe work complete, in service. HM PS - Pipe work complete, in service. Reserve PS - contract awarded.**

EAST GOSHEN TOWNSHIP
ACTION ITEM

Item: **Quarterly Financial Reports** No: 5

List Date: **2/16/2010** Completed Date:

Description:

Date	Action	
4/19/2010	Provide Q1 Reports.	Done
7/27/2010	Provide Q2 Reports. Budget Savings: 2008 Budget vs. 2010 Budget Provide list of Variances and Impact Items ($2500 threshold) Disbursements by Fund State Fund chargebacks detailed DPW breakouts for full costing Snow, Roads, Sewer, Parks Overtime Report	
10/26/2010	Provide Q3 Reports.	
1/25/2011	Pending review by Finance Group	
4/26/2011	Pending review by Finance Group	
5/3/2011	March report in packet. Quarterly report will be expanded to include April and distributed for the Financial Planning Session on 5/26.	
7/26/2011	See your Financial Binder sent out 7/22/2011	
10/25/2011	See your Financial Binder sent out 10/21/11	
3/6/2012	See report	
4/17/2012	See report	
7/17/2012	See report	
10/16/2012	See report	
1/15/2013	See report	
4/16/2013	See report	
7/16/2013	**See report**	

EAST GOSHEN TOWNSHIP
ACTION ITEM

Item: **Quarterly Report on I & I** No: DPW 08-02

List Date: 12/9/2008 Completed Date:

Description:

Date	Action
	2010 info hidden to save space
1/25/2011	Distribute Quarter Report
4/26/2011	Report attached
7/26/2011	Report attached
10/18/2011	Report attached
1/10/2012	Report attached
4/17/2012	Report attached
7/17/2012	Mark has televised 8,000 feet in the Ridley Creek System and repaired 4 leaks. Made multiple lateral repairs in both systems, repaired a broken lateral in Ashbridge (10-12,000 GPD) and continued monitoring with portable flow meters.
11/16/2012	Please see report from Pennoni
1/15/2013	Televised Ashbridge, fixed two leaks on Paoli Pike, continued monitoring with portable flow meters and normal cap replacements.
4/16/2013	Cleaned and TVed Pin Oaks, North Lockwood and Brooke Drive, Strasburg Road, made 4 repairs, continued monitoring with portable flow meters and normal cap replacements
7/16/2013	**April - Repaired large leak on CC Interceptor, 1 lateral repair in Pin Oaks & TV and clean Hunt Country. May - TV 12,550 ft. of CC Interceptor and made 6 repairs. June - 2 repairs and replaced 25 MH lids in Pin Oaks.**

EAST GOSHEN TOWNSHIP
ACTION ITEM

Item: **Quarterly Review of Right to Know Requests** No: 9

List Date: 2/10/2009 Completed Date:

Description:

Date	Action	
4/6/2010	Distribute copies of report. Report to be modified to include time to complete request and date of pick-up	Done
7/13/2010	Distribute copies of report.	Done
10/5/2010	Distribute copies of report.	Done
1/3/2011	Distribute copies of report.	Done
4/5/2011	Report attached	Done
7/12/2011	Report attached	Done
10/11/2011	Report attached	Done
1/10/2012	Wiil be distributed at meeting	done
4/17/2012	Wiil be issued for the 5/1 meeting	done
5/1/2012	Report issued	Done
7/17/2012	Report attached	done
10/16/2012	Report attached	done
1/15/2013	Report attached	done
4/16/2013	Report attached	Done
7/16/2013	**Report attached**	

Memo

To: Board of Supervisors

From: Nancy Scheiderman

Re: Right To Know Requests

Date: July 1, 2013

Apr – May - June 2013

The following Right To Know Requests were received this quarter:

James Maratea, 1234 West Chester Pike/ Prudential Fox & Roach Realtors, West Chester, PA
Record of work done on 442 Beaumont Circle that was completed, inspected and approved by Township

Jeff Sullivan, 137 Piqua Circle, Berwyn, PA
Blue prints (floor plan and elevations) of 108 Rossmore Dr, Malvern, PA

Trisha Frasetto, Signature Information Solutions, LLC., P.O. Box 8488, Trenton, NJ 18650
Tax payment records for February 2013

Jenn Reynolds, 247 North Main Street, Red Lion, PA 17356
In ground pool permits for March
In ground pool permits for April

Shalaunda Gourdine, 105 N Market Street, Wilmington, DE 19801
Environmental records for 1700 Paoli Pike

Daniel J. Rucket, Esq., Rawle & Henderson LLP, 1339 Chestnut St, Philadelphia, PA 19128
Records, permits, documents, photos, etc. for the following addresses: 1371, 1372, 1373, 1374 Zephyr Hill, 1750, 1751, 1752, 1753 Zephyr Glen Ct., West Chester, PA

Peggy Misencik, 470 Streets Run Rd, Ste 300, Pittsburgh, PA 15236
Building/zoning applications in the last 12 months for new free standing telecommunication towers in our district

Jeffrey Clark, 401 East Market Street, Charlottesville, VA
Request for investment fees paid to Investment Managers/Consultants of the Police and Fire Pension Plans to most recent fiscal year end.

Trisha Frascetto, Signature Information Solutions, LLC, P.O. Box 8488, Trenton, NJ 08650-0488
Tax records for 2013

Dr. Howard Jones 1048 Kennett Way, West Chester, PA 19380
Copy of contract between Parks & Rec Committee and West Chester Area School District.

Meeting dates at which Board of Supervisors reviewed contracts related to formation of the police department and contracts with Thornbury Township

Deirdre Devine Somers, 905 Madison Dr, Malvern PA 19355
Records related to work done by Township in early 90's to solve water problems at her address

Robert J. Illo, AIA, PE, 156-A North Donnerville Rd,Mountville, PA 17554
Most recent 2013 Zoning Hearing Board Hearing, Minutes

Katherine Waterhouse, 8575 Sudley Rd, Unit D, Manassas, VA
Accounting of funds uncashed, overpaid and/or unclaimed

Blake Botvin – Trans American Office Furniture, 1800 N 12th St, Reading PA 19604-1545
Commercial building permits report from 1/2012 – 5/2013

Bill Coffey, Sr., 1420 Gary Terrace, West Chester, PA
Request for Old Malvern Golf Course records

Al Pereira, 103 Ashley Way, Plymouth Meeting, PA 19462
Permits for new construction and additions - 4/1 – current date

Dillan Betts, Smart Procure,700 W. Hillsboro Blvd., Suite 4-100, Deerfield Beach, Fl, 33441
All Township purchases from Jan 2008 – current

Eamon Brazunas, Radnor Fire Co, 121 S. Wayne Ave, Wayne, DE 19087
East Goshen IAFF 4752 Contract

EAST GOSHEN TOWNSHIP
ACTION ITEM

Item:	**Comcast Frqnchise**	No:	10
List Date:	**12/18/2013**	Completed Date:	
Description:	Rexecute Comcast Franchise Agreement		

Date	Action
4/16/2013	Kristin has been in contact with Kevin at Comcast, He wants to finish up some other agreement before starting on East Goshen's
7/16/2013	**Kevin wants to use the Verizon agreement as a moel. Krsitin in marking up a draft agreement.**

THE COUNTY OF CHESTER

COMMISSIONERS
Ryan Costello
Kathi Cozzone
Terence Farrell

DEPARTMENT OF
COMMUNITY DEVELOPMENT
601 Westtown Road, Suite 365
P.O. Box 2747
West Chester, PA 19380-0990
610-344-6900 FAX: 610-344-6925
AT&T-TDD-1-800-654-5984

PATRICK BOKOVITZ
Director

RECEIVED
JUL - 8 2013
BY

July 5, 2013

Mr. Louis F. Smith, Jr.
Manager
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

SUBJECT: Fiscal Years 2014 – 2016
County of Chester Housing and Community Development Programs

Dear Mr. Smith, Jr.:

This is to formally advise you that the Department of Community Development on behalf of the Board of Commissioners of the County of Chester has commenced the preparation of an application for funding under the Community Development Block Grant. As authorized by the Housing and Community Development Act of 1974, as amended; and the HOME Investment Partnership Program, as authorized by the Cranston-Gonzalez National Affordable Housing Act, the application for funding is within Chester County for activities in Fiscal Years 2014 - 2016.

The U.S. Department of Housing & Urban Development (HUD) rules and regulations with respect to community participation are similar to those in previous years. The opt in/opt out procedure or failure to elect will again be effective for three (3) years. Cooperation Agreements will not be required since all communities will be assumed to be cooperating unless and until an included unit of local government of a Borough or Township takes a definite action to specifically exclude itself from participation with the County. This provision does not apply to the City of Coatesville, which executed an automatically renewing Cooperation Agreement with the County in order to participate.

Effective Monday, July 8, 2013, the County has published a legal notice in the *Daily Local News* which, when coupled with this letter, will present sufficient notice to you as an included unit of local government that our intent is to proceed in accordance with current HUD regulations.

Municipalities have the right to be excluded from participation with the County by opting out. If a municipality opts out, it cannot be the beneficiary of Urban County Community Development Block Grant Funding or HOME funding, and conversely, cannot apply for the HUD-Administered Small Cities or State program.

For the overall benefit of the County and all the communities, it is important that no communities opt out. If communities opt out, funds are denied to the County by virtue of certain demographic statistics which municipal residents provide. Non-participation by a municipality also denies funding to the County for countywide activities that benefit low & moderate income families throughout our communities.

We hope that you will continue in a cooperative effort with the County. In the event the municipality decides to opt out from participation, it must notify the County and HUD with *a notice of intent to withdraw* no later than **Friday, July 19, 2013.**

If you have questions on this matter, please contact Ms. Dolores Colligan, Deputy Director of the Department of Community Development. Her telephone number is (610) 344-6772.

We look forward to a continued relationship over the next three years!

Sincerely,

Patrick Bokovitz
Director

pennsylvania
DEPARTMENT OF ENVIRONMENTAL PROTECTION
BUREAU OF WASTE MANAGEMENT

July 1, 2013

RECEIVED
JUL - 8 2013
BY

East Goshen Township
Attn: Mark Miller
1580 Paoli Pike
West Chester, PA 19380

Dear Mr. Miller:

Congratulations! The Department of Environmental Protection has approved your Act 101 Recycling Program Performance Grant in the amount of $29,782.00. This grant reflects the 2,339.1 tons of residential and commercial materials recycled by your citizens and businesses in calendar year 2011.

You should expect to receive your award within the next six to eight weeks. The Department thanks you for your exemplary efforts and encourages you to use your Recycling Performance Grant in support of your municipality's recycling program.

If you have any questions concerning your award or the Recycling Program Performance Grant, please feel free to contact me.

Sincerely,

Mary Zeigler

Mary Zeigler
Administrative Officer