

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
September 17, 2013
Final Approved Minutes**

Present: Chairman Senya D. Isayeff, Vice-Chairman Carmen Battavio and Supervisors Chuck Proctor and Janet Emanuel. Supervisor Marty Shane was absent. Also present were Township Manager Rick Smith, CFO Jon Altshul, Director of Code Enforcement Mark Gordon, Graduate Intern Travis DeCaro, ABC member Erich Meyer (Park & Rec), and Township Solicitor Kristin Camp.

Call to Order & Pledge of Allegiance

Senya called the meeting to order at 7:00pm and asked Travis DeCaro to lead 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

None.

Chairman's Report

Carmen announced the passing of Malvern's past EMS Chief Nicholas Campbell, and asked for a moment of silence in Mr. Campbell's memory.

Janet reported that the Comprehensive Plan Task Force (CPTF) had a special meeting on September 11 during which the Town Center concept was discussed. A proposal from the Brandywine Conservancy regarding the Town Center was turned down because the CPTF did not feel it quite met the Township's needs. The CPTF also discussed focal areas at the meeting.

Chuck reported that the Friends of East Goshen finally received paperwork from the Pennsylvania Department of State that must be filed with the IRS. The Friends hope to be operating as a 501(c)3 before too long. The group is still in need of three volunteers to help on the board.

Public Hearing – QVC Conditional Use Application for Satellite Dishes

The Board held a public hearing to consider a conditional use application from QVC requesting to amend an existing conditional use approval for satellite dishes on their property at 1365 Enterprise Drive. QVC wishes to increase the number of satellite dishes from 6 to 12. The applicant was represented by attorney Gregory Davis with testimony from Frank Herb of QVC, Civil Engineer Jeremy Maziarz, and architect Mitch Shiles.

Carmen moved to approve the conditional use application of QVC Inc. to increase the number of satellite dishes on their property from 6 to 12 with the following conditions:

1. The applicant shall install a fence on the property in the location identified on exhibit A-6 and as shown in the photos of exhibit A-4, especially the last one.
2. The entire fence line along the southern edge of the satellite area shall be screened as depicted on the Landscape Plan dated 7/2/13 with deer-resistant plantings. The specific plant species recommended by the Conservancy Board will be considered. The Township can require additional plantings if needed within the first 18 months after installation.
3. The vegetative screening shall be maintained so long as the satellite use exists on the property.
4. Any changes to the satellite dishes within the satellite yard, moving forward, may occur without conditional use approval so long as the size of the dishes does not exceed the allowable building height in the district and changes are limited to within the satellite yard area depicted on the plans dated 7/18/13 with revisions dated 8/7/13.

Janet seconded the motion.

The conditions were acceptable to the applicant. A public comment was made by resident Bill Egan. The Board voted unanimously to approve the motion. A court reporter was present and will provide a complete transcript of the proceedings.

Police Report

Chief Brenda Bernot reported that the Citizens' Police Academy is going well. Pictures will be featured in the next Township newsletter. The police are investigating a shooting that occurred August 20 on Ivy Lane. Chief Bernot thanked the members of the East Goshen Public Works Department who assisted the police in recovering the weapon which was hidden in undergrowth at the back of the property. The employees who assisted were Mark Miller, Michael Carpenter, Steven Hero, Edward Kilgore, Kevin Miller and George Thompson. Chief Bernot then briefed the Board on the many other cases the police have been working on.

Malvern Fire Company Report

Rick reported that Malvern responded to one automatic fire alarm call and on cover assignment in East Goshen in August.

Finance Report

Jon reported that as of August 31 the General Fund had a positive variance of \$1,501,353 excluding pass-through accounts. The YTD budget has a positive variance of \$464,708. The General Fund balance was \$7,769,881. Jon is now projecting the General Fund will finish the year with a positive variance of \$543,764 which is \$16,079 more than what was reported to the Board one month ago.

Large Format Plan Project Recommendation

Mark Gordon summarized his memo to the Board of 9/6 regarding the Large Format Plan Project.

Chuck asked what will happen to old hard copies of plans once they are scanned. Mark said that has not been determined yet; for now, the Township is maintaining the hard copies as usual. Senya had a question about the \$3,000 cost for the software. Mark said that cost reflects a \$1,000 discount from the vendor. Chuck asked how much it will cost to scan the remaining items and Mark and Travis estimated approximately \$6,750. Mark said he would like Travis to stay on in order to work with AMS to make sure the scanning is done correctly and the originals are returned to the Township, and to train the Township staff in how to access the scanned files. Senya asked how long Mark would need to keep Travis and at what additional cost. Mark said he would like to finish the project by the end of the year, and to keep Travis until then. The additional cost to the Township would be approximately \$5,000.

Senya reminded Mark that going forward the Township should require all applicants to submit their plans in digital format.

Carmen moved to

- 1) Purchase the software upgrade from AMS for the large-format imaging database application at a cost of \$6,340 which is \$1.25/per sheet for 5,400 plans.
- 2) Contract with AMS to complete the document scanning portion of this project for \$6,750.
- 3) Extend Travis DeCaro's internship with the Township through the completion of the large format document project at an approximate cost of \$5,000.

Chuck seconded the motion.

Resident Bill Egan asked if all the plans being scanned were approved and signed. Mark said many of them are.

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

Truck Replacement

The Board reviewed a September 11 request from Mark Miller to replace the 1996 Sterling dump truck as scheduled this year. Mark recommends purchasing a new truck from G.L. Sayre Peterbilt at a net cost of \$137,033.

Carmen moved to approve the expenditure of \$137,033 to replace the 1996 Sterling dump truck with a new truck from G.L. Sayre Peterbilt per the recommendation of Mark Miller. Chuck seconded the motion. There was no discussion or public comment. The motion passed unanimously.

Speed Limits

Rick summarized his memo of 9/9 on this topic.

Carmen moved to reduce the speed limits on the following streets per the recommendation of Rick Smith in order to bring them into conformance with other developments in the Township: Amalfi Drive, Atlee Drive, Bramble Lane, Chambord Place, Great Oak Circle, Green Acres Lane, Hunters Circle, Jaclyn Drive, Joshua Lane, Larch Lane, Meadowbrook Lane, Old Orchard Lane, Pheasant Run, Pine Rock Road, Pond View Lane, Raewyck Lane, Springhouse Lane, Sturbridge Circle, Sturbridge Lane, Willow Pond Road, and Wyllpen Drive. Janet seconded the motion. There was no discussion or public comment. The motion passed unanimously.

Openspace and Recreation Plan Update

Mark Gordon summarized his 9/12 memo on this topic. Janet moved to create an Openspace and Recreation Task Force. Chuck seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Janet moved to nominate Carmen to be the Supervisors' representative on the Openspace and Recreation Task Force. Chuck seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Any Other Matter

None.

Review of Minutes

The Board reviewed and corrected the draft minutes of 9/3. Senya stated that the minutes would stand approved as corrected.

Treasurer's Report & Expenditure Register Report

See attached Treasurer's Report 9/12. The Board reviewed the Treasurer's Report and the current invoices. Carmen 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. Janet seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Action List

Comcast Franchise Renewal – Rick reported there is no update on this matter yet.

Correspondence & Reports of Interest

Senya acknowledged receipt of the following:

- Letter from Chief Bernot thanking Mark Miller and the Public Works Department for assisting the police in locating a weapon hidden in heavy undergrowth.
- WEGO Police Commission Pension Plan Actual Cost Study and Summary>Returns.
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Meetings & Dates of Importance

Senya noted the upcoming meetings as listed in the agenda. Janet noted that the 9/23 CPTF meeting has been cancelled.

Public Comment on Non-Agenda Items

None.

Adjournment

There being no further business, the meeting was adjourned at 8:52pm.

Submitted by:

Anne Meddings

Recording Secretary

Attachment: Treasurer's Report

September 12, 2013

TREASURER'S REPORT
2013 RECEIPTS AND BILLS

GENERAL FUND

Real Estate Tax	\$9,980.38	Accounts Payable	\$280,182.06
Earned Income Tax	\$14,500.00	<u>Electronic Pmts:</u>	
Local Service Tax	\$700.00	Health Insurance	\$0.00
Transfer Tax	\$0.00	Credit Card	\$0.00
General Fund Interest Earned	\$1,318.74	Postage	\$1,000.00
Total Other Revenue	\$37,596.76	Debt Service	\$18,082.89
Total Receipts:	<u>\$64,095.88</u>	Payroll	\$97,000.00
		Total Expenditures:	<u>\$396,264.95</u>

STATE LIQUID FUELS FUND

Receipts	\$0.00	Expenditures:	<u>\$0.00</u>
Interest Earned	\$158.82		
Total State Liquid Fuels:	<u>\$158.82</u>		

CAPITAL RESERVE

Interest Earned	<u>\$683.27</u>	Expenditures:	<u>\$1,645.00</u>
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TRANSPORTATION FUND

Interest Earned	<u>\$285.04</u>	Expenditures:	<u>\$0.00</u>
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SEWER OPERATING

Receipts	\$114,619.92	Accounts Payable	\$61,690.97
Interest Earned	\$94.67	Debt Service	\$28,837.47
Total Sewer:	<u>\$114,714.59</u>	Total Expenditures:	<u>\$90,528.44</u>

REFUSE

Receipts	\$36,593.47	Expenditures	<u>\$68,131.44</u>
Interest Earned	\$50.16		
Total Refuse:	<u>\$36,643.63</u>		

SEWER CAPITAL RESERVE

Interest Earned	<u>\$144.74</u>	Expenditures	<u>\$0.00</u>
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