

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

Present: Chairman Senya D. Isayeff, Vice-Chairman Carmen Battavio, and Supervisors Marty Shane, Chuck Proctor and Janet Emanuel. Also present were Township Manager Rick Smith, CFO Jon Altshul, Director of Recreation Jason Lang, and ABC members Erich Meyer (Park & Rec) and Kathryn Yahraes (Historical Commission). Township Solicitor Kristin Camp was present for the public hearing.

Call to Order & Pledge of Allegiance

Senya called the meeting to order at 7:00pm and asked Jason Lang 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, and in memory of resident Art Polishuk, who passed away on December 10. Art had served on the TAG and the Planning Commission, and was strongly dedicated to preserving the Township. He was an asset to East Goshen and will be truly missed. Senya stated that Art gave a lot of his time, energy and love to the Township. He requested that a poem from Art's service card be recorded in the minutes:

After Glow

*I'd like the memory of me to be a happy one
I'd like to leave an after glow of smiles when life is done
I'd like to leave an echo whispering softly down the ways
Of happy times and laughing times and bright and sunny days
I'd like the tears of those who grieve to dry before the sun
Of happy memories that I leave when life is done.*

Recording of Meeting

No one recorded the meeting.

New Director of Recreation

Rick introduced Jason Lang, the new Director of Recreation.

Public Comment on Non-Agenda Items

Resident Arthur Jones – Said he is not in favor of the Township's glitzy new LED sign, and he is sorry the Township spent the money. He misses being able to scan the list of upcoming meetings. The new sign shows just one meeting at a time and it's hit or miss what you see when you drive past. Senya assured him the Township is still working on fine-tuning the display on the new sign.

Chairman's Report

Senya announced that the Board met in Executive Session on December 3 to discuss a personnel matter and on December 12 to discuss the impact of the Affordable Care Act on the police labor contract.

Chuck reported that the next Friends of East Goshen meeting will be January 28. Senya requested that anyone interested in volunteering for the Board of the Friends please contact the Township.

Janet reported that the next Comprehensive Plan Task Force meeting will be in January.

Public Hearing – East Goshen Police Pension Trust

The Board held a public hearing to consider an ordinance authorizing the Township to enter into the East Goshen Township Police Pension Trust Agreement.

Carmen moved to adopt the ordinance as outlined by the Township Solicitor. Marty seconded the motion. There was no public comment. The Board voted unanimously to approve the motion.

A court reporter was present and will provide a complete transcript of the proceedings.

Goshen Fire Company Report

No report was provided by the Fire Company.

Malvern Fire Company Report

Malvern assisted with one call in East Goshen during November. It was an EMS call.

Fire Marshal Report

Carmen said the November Fire Marshal report will be in the Board's packet for the next meeting.

Financial Report

Jon Altshul reported that as of November 30 the General Fund had YTD revenues of \$9,045,591 compared to expenses of \$8,221,241 for a positive variance of \$824,350, excluding pass-through accounts. Compared to the YTD budget, the revenues were \$294,736 over budget while expenses were \$103,482 under budget for a positive budget variance of \$398,218. The General Fund balance was \$7,078,169. As of early December, Jon projects the General Fund will finish the year with a surplus of \$633,928 and a positive budget variance of \$1,085,999.

Financial Policies

Jon summarized his memo of December 10 regarding the revised resolution on various Township financial policies.

Marty moved to adopt a resolution establishing various financial policies as outlined by Township CFO Jon Altshul. Janet seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Bids for Generator – Township Building

Rick reported that the Township received the following bids for a 100kW natural gas-powered generator to be installed at the Township building to provide power in the event of an electricity outage:

Company	Equipment & Install.	Annual Service	Total Bid
Cook's Service Company	\$59,800	\$3,000	\$62,800
Klassic Enterprises	\$62,276	\$3,000	\$65,276
Delta T. Mechanical	\$69,728	\$3,500	\$73,228
Bonavitacola Electrical	\$73,456	\$1,850	\$75,306
Electric Power Savers	\$77,115	\$1,500	\$78,615
Harry J. Hoffman Co.	\$79,500	\$3,000	\$82,500
Lenni Electric	\$96,690	\$3,000	\$99,690

Carmen moved to award the contract to Cook's Services Company in the amount of \$59,800 for equipment & installation of the generator and \$3,000 for the first year of annual service, for a total of \$62,800. The contract shall be awarded with the stipulation that Cook's will provide a document stating that they will not request any upcharges or change orders for this job. Marty seconded the motion.

Public Comment: Arthur Jones – Asked if the Township is concerned about this bidder, leading to the language about no upcharges. Carmen said the Township has experienced some issues with work order changes in the past.

There was no further discussion or public comment. The motion passed unanimously. Senya noted that the execution of the contract would obviously be subject to Cook's acceptance of the Township's terms.

Police Report

Chief Brenda Bernot requested that residents regularly check their credit card and bank statements for signs of fraud, especially at this time of year. She reminded residents that they can request the police to make vacation checks of their home if they are going away. She reported that a resident of the Rose Hill Apartments with 38 outstanding arrest warrants was taken into custody. Unfortunately, some children in the home where he was residing were living in unsuitable conditions, and the Department of Children, Youth & Families had to be contacted.

Health Insurance for Township Employees

Jon summarized his memo of December 10 on this topic.

Marty moved to approve a resolution establishing a Township policy on health insurance per the recommendation of Township CFO Jon Altshul. The resolution will have employees in the HMO pay the difference between the HMO premiums and the premiums the Township would pay if they were on the High Deductible Plan (or 12.1%). Currently, employees on the HMO pay 10% of the premiums. The resolution also stipulates that any tobacco premium imposed by the insurance carrier will be the responsibility of the employee. Carmen seconded the motion.

Carmen said he would like the Township to offer smoking cessation help for employees who wish to quit smoking, above and beyond what is currently offered by the insurer. Senya suggested the staff create a committee to address this issue. Rick will add it to the Action List.

Marty questioned if it is fair to ask residents to pay more than what they are already paying, to cover any expenses associated with this extra help for smokers. Carmen said the committee can make that determination. Senya said it's more about education and letting employees know of resources available to them, than spending additional money.

Public Comment: Kathryn Yahraes – Said she is in favor of this new committee. It behooves the Township to encourage employees to have healthful habits.

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

Salaries & Year-End Bonus

Jon summarized his memo of December 10 on this topic.

Marty moved to approve salaries as proposed in the approved 2014 Township budget which represent an aggregate wage increase of 2.1% over 2013 salary levels, and to award one-time bonuses in the amount of 1.5% of annual salary to all permanent, non-uniformed Township employees who were employed as of December 13, 2013 to be paid on December 26, per the recommendation of CFO Jon Altshul. This bonus is being paid in light of a very successful financial and operational year for the Township. Janet seconded the motion. Marty said it's quite appropriate to issue this one-time bonus to the employees and he fully supports it.

Public Comment: Kathryn Yahraes – Asked what is meant by non-uniformed employees. Jon said it means those not subject to a labor agreement, such as the firefighters.

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

Request to Replace Stormwater Pipe under Line Road

Rick summarized his memo of December 12 regarding a request from Willistown resident David Kirby, who has asked permission to replace a 36-inch stormwater pipe under Line Road with two 48-inch pipes at his own expense. He believes that installing the larger pipe will alleviate a problem with the pipe frequently clogging with debris and flooding his property. His engineer has determined that two 48-inch pipes would be needed to pass the 100-year storm requirement. Mr. Kirby would have to get a separate release from Thorncroft, the downstream property owner.

Marty asked why the Township would agree to increase the rate of runoff from Mr. Kirby's property into East Goshen. He does not believe this would comply with the Township's new stormwater runoff ordinance. Senya said the Township is considering this request to help Mr. Kirby. Rick said the Township would consider doing this because Township pipe is involved, and the Public Works Department has to clean it out when it gets clogged. Having the

larger pipe will ultimately reduce the Township's maintenance costs in this regard. Senya wondered if the Township could agree to clean out the pipe on a more frequent basis.

Carmen noted that this request should have gone through the Planning Commission and/or Conservancy Board.

Janet asked if the debris would go through the 48-inch pipe and end up on Thorncroft property. Rick said it ultimately would.

Carmen moved to table this matter pending additional information from Mr. Kirby. Marty seconded the motion.

Marty would like to know from an engineer's perspective what the impact of the runoff would be to East Goshen, including the safety aspects, and asked that this amendment be made to the motion. Carmen accepted the amendment.

Public Comment: John Mullin, P.E. - Stated that if water is already spilling over onto Line Road when the pipe clogs, changing to a larger pipe will not increase the rate of flow.

Public Comment: Erich Meyer - Asked, why was the request made to East Goshen, as the location is in Willistown. Rick said East Goshen has an agreement with Willistown to maintain that particular section of Line Road.

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

Ashleybrook Escrow Release #7

Carmen moved to approve the Ashleybrook Escrow Release #7 in the amount of \$20,634.00 per the December 11 request of Public Works Director Mark Miller. This release will cover demolition of the old firehouse, street paving, PA DOT widening, plus sanitary sewer and manhole removal. The balance after this release will be \$57,513.10. Janet seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Snow Blower

Carmen moved to authorize the purchase of a snow blower for the skid steer from Attachment Direct at a cost of \$7,345 (COSTARS pricing), per the December 9 request of Public Works Director Mark Miller. Chuck seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Sunny Ridge Farms Subdivision Plan

John Mullin of Mullin Engineering was present to request final approval for the Sunny Ridge Farms Subdivision Plan for 1551 Colonial Lane. He noted that the Planning Commission recommended approval of this plan at their December 4 meeting. He also noted that a PNDI clearance was received today. His firm is still working on their NPDES permit but does not anticipate any problems obtaining it.

Carmen moved to approve the Final Subdivision and Land Development Plan of Sunny Ridge Farms LLC to subdivide and develop the parcel at 1551 Colonial Lane as depicted on the plan dated June 25, 2013 and last revised December 5, 2013 with the following conditions:

1. The applicant shall address all remaining comments outlined in the review letter dated November 27, 2013 prior to releasing the plans for recordation.
2. The applicant will follow all applicable federal, state and local laws and secure all proper permits prior to construction of the improvements depicted on the plans.
3. The plans shall not be released for recording until escrow for the improvements depicted on the plans has been submitted and approved by the Township.
4. The applicant shall pay the traffic impact fees of \$396.25 (per trip) and sewer tapping fees for the project prior to the issuance of building permits for the homes.

Janet seconded the motion. The applicant agreed to the conditions. There was no further discussion or public comment. The Board voted unanimously to approve the motion.

Any Other Matter

Brine System - Jon Altshul reported the Township currently purchases brine solution from West Goshen at a cost of 15¢ per gallon, or approximately \$5,000 per storm event. If the Township purchases the equipment to make its own brine solution, it will cost just 6¢ per gallon, a savings of \$800-\$900 per storm event, and the staff will not have to wait in the long line at West Goshen. Carmen moved to authorize the expenditure of \$18,095 to COSTARS for a brine-making system. Chuck seconded the motion. There was no further discussion or public comment. The Board voted unanimously to approve the motion.

PSATS Annual Conference – Senya noted that the PSATS conference is coming up, and the staff should start making arrangements. Rick said he will have Nancy begin work on this at once.

Review of Minutes

The Board reviewed the draft minutes of December 3 and had no changes. Senya said the minutes would stand approved as submitted.

Treasurer's Report & Expenditure Register Report

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

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

Action List

Comcast Franchise Renewal – No update.

Futurist Committee – A notice soliciting volunteers has been posted to the website, and there has been one applicant so far.

Bicentennial Committee – A notice soliciting volunteers has been posted to the website.

Workforce Development Committee – No update.

Correspondence & Reports of Interest

Senya acknowledged receipt of the following:

- Letter from Sunoco Logistics dated December 4 regarding Project Mariner East 2.
- Letter from residents Linda and Lawrence Carnuccio dated November 27 regarding the Traditions development.
- Letter from Environmental Alliance dated November 26 regarding notification of suspension of remedial actions at the Sunoco Station, 1425 Paoli Pike.
- Letter from Comcast dated November 25 regarding prices changes.

Meetings & Dates of Importance

Senya noted the upcoming meetings as listed in the agenda. He noted that the Friends of East Goshen meeting scheduled for December 24 has been cancelled. Rick noted that the Park & Rec Commission meeting scheduled for January 1 will actually be held the following week.

Public Comment on Non-Agenda Items

None.

Adjournment

Senya thanked the staff for doing an extraordinary job in 2013, and thanked the Board members for their hard work this year. There being no further business, the regular meeting was adjourned at 8:36pm.

Executive Session

The Board met in Executive Session until 9:45pm to discuss a personnel matter.

Submitted by:

Anne Meddings, Recording Secretary

Attachment: Treasurer's Report

December 13, 2013

TREASURER'S REPORT
2013 RECEIPTS AND BILLS

GENERAL FUND

Real Estate Tax	\$4,417.79	Accounts Payable	\$299,285.04
Earned Income Tax	\$98,362.26	<u>Electronic Pmts:</u>	
Local Service Tax	\$11,790.87	Health Insurance	\$51,532.21
Transfer Tax	\$42,597.31	Credit Card	\$0.00
General Fund Interest Earned	\$1,134.07	Postage	\$1,000.00
Total Other Revenue	\$45,386.61	Debt Service	\$16,552.98
Total Receipts:	<u>\$203,688.91</u>	Payroll	\$100,117.58
		Total Expenditures:	<u>\$468,487.81</u>

STATE LIQUID FUELS FUND

Receipts	\$0.00		
Interest Earned	\$126.41		
Total State Liquid Fuels:	<u>\$126.41</u>	Expenditures:	<u>\$0.00</u>

SINKING FUND

Interest Earned	<u>\$652.68</u>	Expenditures:	<u>\$0.00</u>
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TRANSPORTATION FUND

Interest Earned	<u>\$244.94</u>	Expenditures:	<u>\$0.00</u>
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SEWER OPERATING FUND

Receipts	\$129,113.96	Accounts Payable	\$81,547.87
Interest Earned	\$66.10	Debt Service	\$34,928.09
Total Sewer:	<u>\$129,180.06</u>	Credit Card	\$0.00
		Total Expenditures:	<u>\$116,475.96</u>

REFUSE FUND

Receipts	\$52,889.86		
Interest Earned	\$31.92		
Total Refuse:	<u>\$52,921.78</u>	Expenditures	<u>\$76,917.14</u>

SEWER SINKING FUND

Interest Earned	<u>\$201.93</u>	Expenditures	<u>\$0.00</u>
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