

AGENDA
EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS
Tuesday, March 4, 2014
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. Announce the Board met in executive session on February 25 for a personnel matter
 - b. Comp Plan Task Force Update - Janet
 - c. Friends of East Goshen Update - Chuck
7. Public Hearings - None
8. Police/EMS Report
 - a. Westtown East Goshen Police Report – None
 - b. Goshen Fire Co - None
 - c. Malvern Fire Co. – None
 - d. East Goshen Fire Marshal Report - None
9. Financial Report –None
10. Old Business
 - a. Consider website design follow up to questions
 - b. 2014 ABC Goals
 - c. 2013 Cost of Services Report - Updated
11. New Business
 - a. Update regarding pot hole repairs
 - b. Consider newsletter survey insert
 - c. Consider ABC appointments
 - d. Consider tobacco cessation program
 - e. Consider draft Parks, Recreation, and Open Space Plan Update
 - f. Consider letter of support for Barclay Woods
 - g. Consider Boot Road
12. Any Other Matter
13. Approval of Minutes
 - a. February 11, 2014
 - b. February 18, 2014
14. Treasurer’s Report
 - a. February 27, 2014
15. Review Action List
 - a. March 4, 2014
16. Correspondence, Reports of Interest
 - a. Acknowledge emails from residents complimenting Public Works handling of snow removal
 - b. Acknowledge Westtown Township Open Space, Recreation and Environmental

Resources Plan Update

17. Dates of Importance

March 04, 2014	Board of Supervisors	7:00 PM
March 05, 2014	Planning Commission	7:00 PM
March 06, 2014	Park Commission	7:00 PM
March 10, 2014	Municipal Authority	7:00 PM
March 10, 2014	Commerce Commission	7:00 PM
March 12, 2014	Conservancy Board	7:00 PM
March 13, 2014	Historical Commission	7:00 PM
March 17, 2014	Commerce Commission	7:00 PM
	Rescheduled for March 10	
March 18, 2014	Board of Supervisors	7:00 PM
March 20, 2014	Farmer's Market	3-6 PM
	Public Works Garage	
March 24, 2014	Comp Plan Task Force	7:00 PM
March 25, 2014	Friends of East Goshen	7:00 PM

Approximate Spring newsletter mailing date - April 1.

Summer newsletter articles due to Nancy by April 28

Summer newsletter mailing date - June 13

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.

Memo

To: Board of Supervisors
From: Brian McCool
Re: Website Design RFP Follow Up Questions
Date: February 19, 2014

This memo is to serve two purposes:

1) To answer three outstanding questions from the February 18th Board of Supervisors meeting

A) What are the terms of the contract?

Revize Software Systems offers a five year contract with a free website re-design during the fifth year.

B) What happens to the design of the site in the event of unforeseen problems with the vendor?

The Township owns the code of the website. Therefore, it can be transferred to another vendor in the event we need to change vendors.

C) What are the specifications of the website?

There is no limit to the number of pages, pictures or dropdowns on the website. It is true that three website iterations are included in the contract. However Revize Software Systems understands that more iterations may be needed and Revize Software Systems stated that they are flexible if more changes need to be made.

2) To summarize the feedback from the staff and Board of Supervisors regarding their thoughts on our current website.

Out of 11 responses received from the staff and Board of Supervisors, there were five items mentioned that could improve our website. Below is a list of the items.

- 1) Website should be easier to navigate – 8 Responses
- 2) The website's look is outdated – 8 Responses
- 3) Upcoming events/meetings should stand out on the homepage – 3 Responses
- 4) The website needs more frequent updating – 1 Response
- 5) Information on the website should mirror what is displayed on the LED signs – 1 Response

I received feedback from two supervisors regarding other websites that were liked. The websites are as follows:

- Lower Merion Township
- Haverford Township
- Havertown Township
- East Bradford Township
- Chester County Chamber

Based on a conversation with Revize Software Systems, the information provided above and the information previously presented, I recommend that the Township award Revize Software Systems the bid for the website redesign RFP. I believe Revize Software Systems is the most cost effective vendor that can adequately meet the Township's needs.

Memo

East Goshen Township

Date: February 26, 2014
To: Board of Supervisors
From: Rick Smith, Township Manager
Re: 2014 ABC Goals

Suggested ABC goals are as follows:

All ABC's

- Review current mission statement and provide the Board of Supervisors with changes, if needed – June 1, 2014
- Submit an article for each newsletter – Due date for newsletter

Conservancy Board

- Develop signage and information for a rain barrel demonstration project at Township Building – April 30, 2014
- Investigate alternatives for recycling containers and provide recommendation to the Board of Supervisors – July 1, 2014

Historical Commission

- Identify the specific basis or criteria for why each resource is on the Historic Inventory List – December 31, 2014
- Conduct the Living History at the Plank House & Blacksmith Shop – September 1, 2014

Municipal Authority

- Obtain PA DEP approval for the Act 537 Plan revision for the Reservoir Road Pump Station – December 31, 2014
- Develop a recommendation on covers for the SBRs – August 1, 2014

Park and Recreation Commission

- Develop a five year capital improvement plan for the Tot Lot – July 31, 2014
- Identify the participant recreation needs of various age groups – August 31, 2014

Planning Commission

- Complete review of the solar & wind regulations and provide recommendation to the Board of Supervisors – May 30, 2014
- Present Comprehensive Plan Update to the Board of Supervisors – July 31, 2014
- Complete review of the Zoning Ordinance and provide recommendation to the Board of Supervisors - December 31, 2014.

Commerce Commission

- Hold annual breakfast and lunch meetings – December 31, 2014
- Complete Workforce Development project – June 30, 2014

Memo

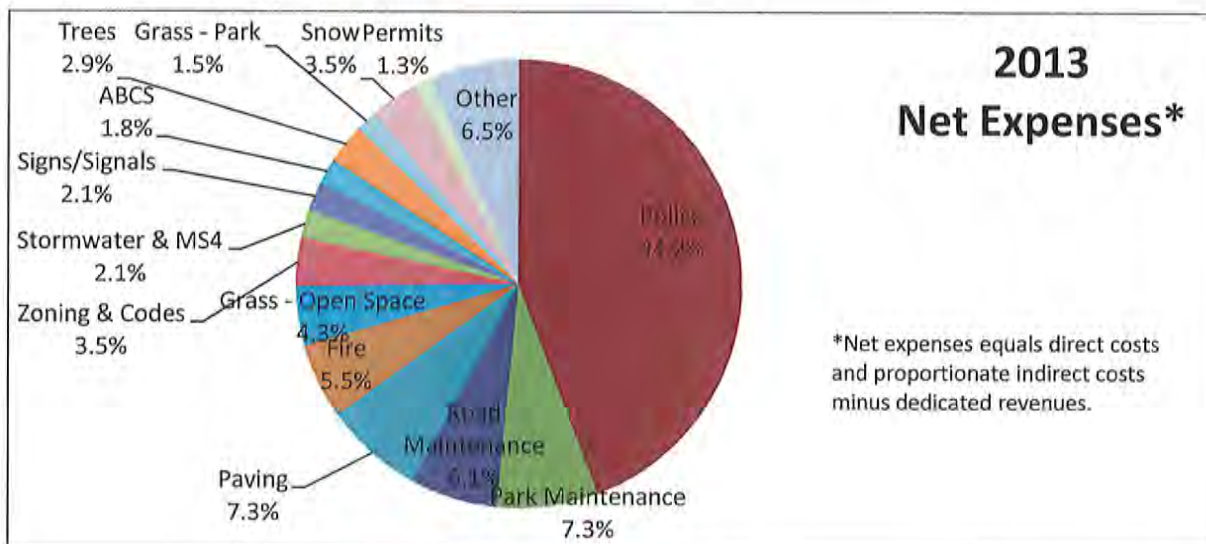
To: Board of Supervisors
From: Jon Altshul
Re: 2013 Cost of Services Report--**UPDATED**
Date: February 27, 2014

THIS MEMO AND THE ATTACHED SPREADSHEET ARE UPDATED FROM THE INFORMATION PROVIDED IN THE FEBRUARY 10 BOS PACKET

I have attached a copy of the updated cost of services report for 2013. This report reflects both the township's direct and indirect costs allocated across the township's 30 activities based on the unaudited 2013 financials and the general methodology that was agreed to by the Board of Supervisors last year and the Finance Committee three weeks ago.

Key findings

- Police services represent the township's largest expenditure at 44.2% of the township's net expenses. Note that no township overhead costs are allocated to Police. Including Fire Services, Emergency Services accounts for slightly less than half of the Township's net expenses.
- Public Works functions, including Road Maintenance, Paving and Snow Removal (among other functions), represent 24.1% of Township expenses.
- Park and Recreation Expenses represent 17.7% of net expenses, due in large part to the annual cost of debt service on loans for park acquisition and improvements.
- Administration and Zoning/Permits/Codes account for a relative small portion of expenses. This is in part due to the fact that much of what the Township classifies as "Administration" expenses is allocated to other activities as indirect costs for the purpose of this report.



Cost of Service Methodology

The cost of services report reflects costs borne by the general fund.

- **Direct costs** are tabulated for each activity. Examples of direct costs include the cost of blacktop for Paving or instructor costs for Recreation Programs.
- The year-end labor detail report is reviewed to determine the number of hours spent on each of the 30 township activities. Assumptions are also made about how the Zoning Officer and Recreation Director allocate their time.
- **Indirect costs** are calculated for Township (i.e. Non-Public Works) activities and Public Works Activities. Examples of indirect costs for the Township activities include office expenses, property insurance, the Township Manager's labor costs, and utilities for the Township building. Examples of indirect costs for Public Works activities include gasoline, uniform cleaning and shop equipment.
- **Public works indirect costs** are allocated across different public works-specific activities (e.g. parks maintenance, road maintenance, snow, etc) based on the number of labor hours public works employees spent on each activity; **Non-Public Works indirect costs** are allocated across all activities (including public works-specific activities) based on the number of labor hours non-public works employees spent on each activity.
- Notably, Police (the largest expense) is not allocated any overhead, as no non-exempt employees devote any time to Police activities.
- **Revenues** dedicated to particular activities are also tabulated. For example, revenues for Zumba or Pilates count toward Recreation, while State Liquid Fuel funds count towards Paving, Signs and Signals, Road Maintenance and Snow. Note that a handful of "pass-through like" revenues are technically netted out of expenses, rather than being included as revenues. These revenues include insurance claims, state pension aid and engineering recharge revenue. In addition, the portion of real estate taxes levied to pay debt service for the acquisition of Applebrook Park is also included as a Parks Maintenance revenue.
- Some non-tax revenues that cannot reasonably be attributed to any Township activity (e.g. cell tower land lease and interest income) are not netted out to calculate "Net Expenses".

Reconciliation with the General Ledger

After adjusting for a handful of expenses that are not included in the formula and a handful of revenues that net out expenses, the expenses reported herein reconcile to the 2013 unaudited General Ledger, although it was necessary to increase the overhead cost by approximately \$70,000 in order to ensure that the figures matched exactly. This \$70,000 figure likely represents differences between actual personnel costs and the calculation of those costs through recharge rates.

Cost of Services Report--Updated 2/27/14

East Goshen Township
FY 2013

Total Township Indirect Costs	1,465,466
PW share of these costs	820,621
Non-PW share of costs	644,845

Total Public Works Indirect Costs **794,803**

Activity	Direct Costs	Non-Public Works Personnel Costs	Public Works Personnel Costs	Non-Public Works Indirect Costs	Public Works Indirect Costs	Total Expense	Total Revenue	Net Expenses	% of all net expenses
EMERGENCY SERVICES									
Police	3,228,975	-	-	-	-	3,228,975	58,574	3,170,402	44.2%
Fire	393,561	4,966	-	9,172	-	407,637	15,112	392,525	5.5%
Subtotal	3,622,536	4,966	-	9,172	-	3,636,674	73,685	3,562,988	49.7%
PUBLIC WORKS									
Paving	654,585	-	59,165	135,654	131,388	980,790	460,751	520,038	7.3%
Road Maintenance	295,010	-	30,298	72,207	69,935	467,451	19,848	447,602	6.2%
Snow	113,946	-	37,159	67,672	65,543	284,320	35,860	248,460	3.5%
Trees	35,212	-	31,733	71,829	69,569	208,342	-	208,342	2.9%
Signs/Signals	121,879	-	17,802	20,542	19,896	170,175	16,509	153,666	2.1%
Stormwater & MS4	4,185	6,006	17,802	64,717	55,761	148,472	-	148,472	2.1%
Subtotal	1,224,817	6,006	184,015	432,621	412,090	2,259,549	532,968	1,726,581	24.1%
ADMINISTRATION									
ABCs	19,746	40,504	189	67,446	399	128,284	-	128,284	1.8%
Communications	4,807	11,686	1,724	30,951	3,261	52,428	72	52,356	0.7%
District Court	153,167	-	-	-	-	153,167	101,559	51,608	0.7%
Subtotal	177,720	52,190	1,913	98,396	3,660	333,879	101,631	232,248	3.2%
ZONING/PERMITS/CODES									
Zoning & Codes	65,555	78,753	-	107,176	-	251,485	4,041	247,444	3.5%
Permits	14,983	129,509	-	241,422	-	385,913	290,700	95,214	1.3%
Re-Occupancy	-	23,654	-	55,134	-	78,788	55,050	23,738	0.3%
Deer	1,641	6,066	15	7,351	67	15,140	-	15,140	0.2%
Subtotal	82,180	237,982	15	411,084	67	731,327	349,790	381,536	5.3%
PARK AND RECREATION									
Park Maintenance	351,016	-	67,598	172,032	166,620	757,265	231,742	525,524	7.3%
Grass - Open Space	-	-	42,456	134,108	129,889	306,452	-	306,452	4.3%
Grass - Park	-	-	12,458	48,951	47,411	108,819	-	108,819	1.5%
Rec Programs	16,920	31,282	-	46,216	-	94,418	17,758	76,660	1.1%
Summer Rec	32,134	26,212	-	38,096	-	96,442	29,106	67,336	0.9%
Bathrooms & Park Trash Service	469	-	12,709	23,015	22,291	58,485	-	58,485	0.8%
Ball Fields	3,862	9,970	2,265	19,340	4,891	40,327	10,180	30,147	0.4%
Pumpkin Fest	3,874	3,988	2,296	9,426	3,593	23,178	600	22,578	0.3%
Bicentennial Event	15,000	-	-	-	-	15,000	-	15,000	0.2%
HM Dam	13,951	-	-	-	-	13,951	-	13,951	0.2%
Community Day	22,630	3,988	2,045	8,636	2,828	40,127	26,916	13,211	0.2%
Egg Hunt	1,527	3,988	266	6,334	599	12,714	175	12,539	0.2%
Applebrook Golf	13,650	3,988	-	5,716	-	23,354	13,620	9,734	0.1%
Tot-Lot	1,054	-	281	687	665	2,688	-	2,688	0.0%
Tennis Courts	2,031	997	114	1,635	200	4,977	2,756	2,221	0.0%
Subtotal	478,119	84,412	142,488	514,193	378,986	1,598,198	332,853	1,265,345	17.7%
General Fund Totals	\$5,585,371	\$385,557	\$328,430	\$1,465,466	\$794,803	\$8,559,626	\$1,390,927	\$7,168,699	100%

Memo - East Goshen Township

February 28, 2014

To: Board of Supervisors

From: Mark Miller

Re: Pot Hole Repair

The roads that have taken a beating this year are our main roads, such as East Boot, Ellis Lane and Morstein Road.

We made some temporary pothole repairs on February 24 & 25, 2014. The potholes were blown out with the air compressor prior to being filled with cold patch. I was advised that the blacktop plant in Malvern plans to open on a limited basis in March. When they do we will begin to make permanent repairs using hot mix.

My preliminary observations are as follows:

East Boot Road – There are several areas that will need to be milled and overlaid. The road is scheduled for paving in 2015.

Ellis Lane - Is scheduled for a paving in 2014. Several sections of the road will require a full depth mill. I had originally figured 500 tons for base repair. This number will go up. The work will be done after school is out.

Morstein Road - Is scheduled for a paving overlay in 2014

Wilson Drive - Is scheduled for a paving overlay in 2014. We did a lot of base repair in 2013 which saved us this winter.

Reservoir Road - Has a couple of areas that will require repairs.

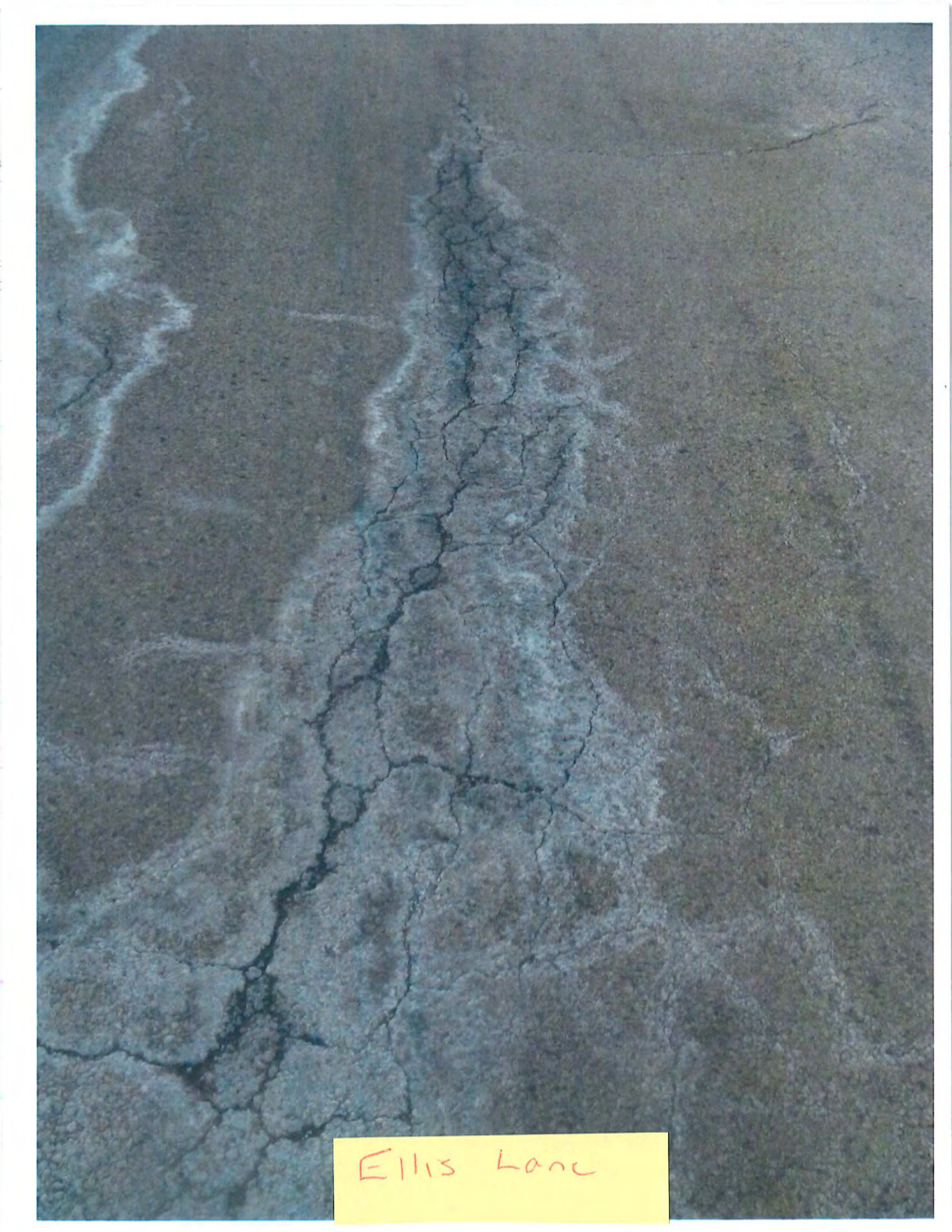
Indian Hills and Charter Chase are scheduled for paving this year. I would like to stay the course and get these done so we can stay on schedule.

Clock Tower Drive and Towne Drive both have several areas that will need base repair.

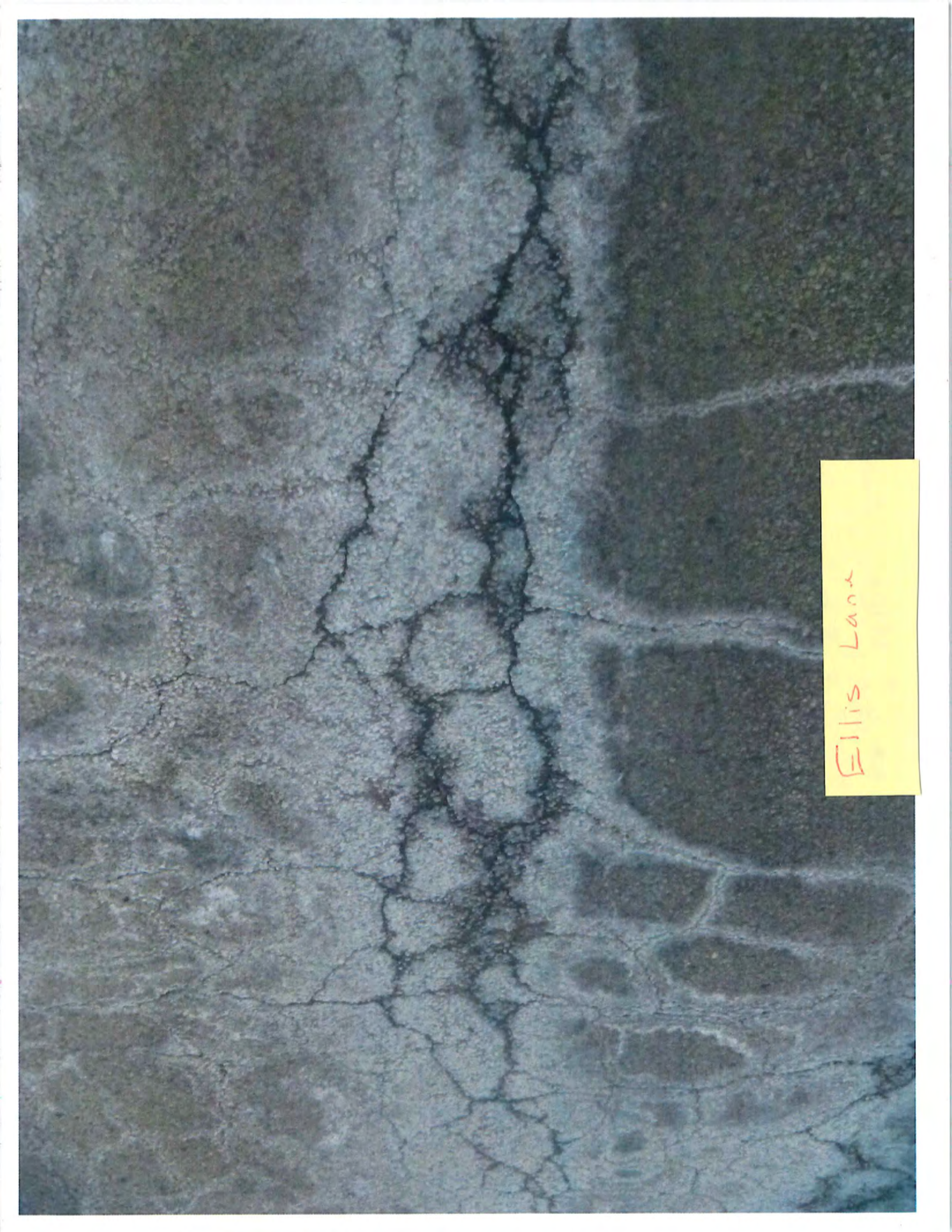
Christine Lane has area approximately 25' by 100' that will require milling and paving.

Supplee Valley is scheduled for paving in 2015. However, Baldwin Drive and Mark Drive both have several areas that will need repairs this year.

I plan on doing a full road inspection in April to get better handle on the damage from the freezing and thawing and I will provide you with a report. I have attached some photos for you to take a look at.

An aerial photograph showing a vast, cracked, and dry landscape. The ground is a mix of dark brown and greyish-blue, with numerous irregular, interconnected cracks forming a complex network across the terrain. The cracks are most prominent in the lower-left and central areas. A yellow rectangular label is positioned at the bottom center of the image, containing the text "Ellis Lane" written in red cursive.


Ellis Lane



Ellis Lant

Ellis Lane

1537
S111
E

A photograph of a road surface, possibly asphalt or concrete, showing some texture and wear. A yellow sticky note is attached to the right side of the image. The text on the note is handwritten in red ink.

Worstein Rd.



E. Boat Rd.

E. Boot Rd.

Memo

To: Board of Supervisors
From: Jon Altshul
Re: Newsletter insert
Date: February 27, 2014

Last year when the Board authorized reinstating the paper newsletter, there was discussion about having an insert in the newsletter to survey residents about how they like to receive the newsletter.

We have a quote of \$1,682 to do the insert. In addition, if we want to absorb the cost of the return postage we'd have to obtain a "No Postage Necessary" permit from the Postal Service for \$680. In addition, USPS would charge us \$0.38 for every returned postcard. In other words, assuming a 10% response rate on an 8,500-address mailing, we'd incur approximately \$1,000 in postage costs, for a total cost of about \$2,700. If the response rate were 20%, the total costs would be around \$3,000.

If the Board does want to proceed with this, below find the proposed text:

East Goshen Township wants to hear from you!

This is the 2nd newsletter that has been sent out since the Board of Supervisors reinstated a mailed paper newsletter to all Township residents. The sale of advertising pays for most, but not quite all of the costs of the newsletter.

Do you prefer (check one):

- 1) A mailed paper newsletter with no ads (highest cost option)?
- 2) A mailed paper newsletter with ads?
- 3) An electronic-only newsletter with no ads (lowest cost option)?

We are grateful for your response! Please return this form to the Township building by mail. No postage necessary.

The two questions before the Board are therefore:

- 1) Should we include an insert in the next newsletter?
- 2) If yes, should edits be made to the text?

Memo

To: Board of Supervisors
From: Jon Altshul
Re: Tobacco cessation program
Date: February 27, 2014

At the December 17, 2013, meeting, the Board directed staff to research options for encouraging employees to stop using tobacco products.

Background

The health insurance premium for employees and their spouses/dependents who use tobacco is 25% higher than if they were non-tobacco users. Accordingly, the Board voted in December to pass that tobacco surcharge onto affected employees.

What is currently offered through our health insurance

Our health insurance offers a "Healthy Lifestyles Solutions Tobacco Cessation Program," whereby individuals are eligible for \$150 per year for either an approved tobacco cessation program or toward tobacco cessation products (e.g. patches, gum, lozenges). Examples of approved program include:

- Chester County Hospital—Stop Smoking Now! This program meets once a week for 7 weeks. Participants learn various techniques for quitting smoking, including behavior modification, and a deeper understanding about why they smoke in the first place. They can also use other participants as an informal support group. Because the program is free, a township employee could use his or her remaining \$150 towards cessation products.
- The American Lung Association's "Freedom from Smoking", a web-based program, which costs between \$15 for a 3-month program and \$40 for a year-long program.
- Pennsylvania Quits, a state-administered program, which allows participants to receive 5 coaching sessions by phone and an unlimited number of calls to a free helpline.

Notably some popular cessation techniques, such as hypnosis, acupuncture and e-cigarettes, are not eligible for reimbursement. I have attached a two-page flyer on IBX's cessation program.

Additional Programs

Chester County Hospital's Occupational Health Department can offer its Stop Smoking Now program at the Township building outside of our health insurance policy (i.e. at the Township's expense) as an alternative to having tobacco users attend the program at the hospital. The cost of this program is \$800. However, it is recommended that the Township first offer s "Health Living" seminar led by the Occupational Health staff, which will help gauge interest level among employees in continuing on with the Stop Smoking Now Program. The "Healthy Living" seminar costs \$158.

Recommendations

It is our recommendation that we compile a simple 1-page summary sheet about tobacco cessation resources available in the area and survey staff about their interest in attending a "Healthy Living"

seminar and, if applicable, quitting tobacco products. If we determine that there is interest in either option, we would recommend contracting with the Chester County Hospital to conduct a "Healthy Living" seminar at the Township building at a cost of \$158.

Tobacco Cessation Program guidelines

Selecting a tobacco cessation program

No matter who you are, you can find a program that will give you the type of support and encouragement you need to kick the habit. Eligible programs include those that focus on behavior modification and provide frequent and regular support such as weekly meetings or telephone-based sessions.

Work with your health care provider to determine which method is best for you. You can opt for an individual approach, or choose a program that offers group support. Some programs can even help you manage stress, avoid weight gain, and overcome barriers to quitting. You can also choose a program offered by a network hospital in your area. Search for a network hospital in your area at ibxpress.com or contact our Health Resource Center at 1-800-ASK-BLUE for more information.

The following are not reimbursable:

- Co-pays, coinsurance, deductibles
- Hypnosis
- Acupuncture
- Dietary supplements; injections
- Electronic cigarettes

Support for quitting other forms of tobacco

There are 28 known cancer-causing substances in chewing tobacco, spit tobacco, and other smokeless tobacco products. All smokeless tobacco contains nicotine, so it's just as addictive as cigarettes. And if you use any form of smokeless tobacco, you put yourself at an increased risk for serious health conditions including tooth decay, gum disease, and oral cancers of the lip, tongue, cheeks, gums, throat, and floor and roof of your mouth. If you're using smokeless tobacco, make a commitment to quit today. Many of the tobacco cessation programs that are eligible for our reimbursement also support individuals who want to quit using smokeless tobacco.

Nicotine replacement and medication prescribed to assist with tobacco cessation

You may be eligible to obtain nicotine replacement medications under your pharmacy plan with a prescription from your doctor.

You are only eligible for one reimbursement per program, per calendar year.

For more information, please contact Healthy Lifestyles Solutions at 1-800-590-8880.

Independence 

Independence Blue Cross is an independent licensee of the Blue Cross and Blue Shield Association.

© 2009-2013 Independence Blue Cross

Healthy LifestylesSM Solutions Tobacco Cessation Program

Get up to \$150 back when you complete an approved program to help you quit using tobacco

You probably know many of the reasons why you should quit smoking — it can help you breathe easier, live longer, and protect the health of those around you. Quitting isn't easy, and many people try more than once before they succeed, but it's worth it.

To help you quit for good, our Healthy LifestylesSM Solutions Tobacco Cessation Program will reimburse you up to \$150 for completing an approved tobacco cessation program. If you're 18 or older and your program costs less than \$150, you can apply the difference toward reimbursement of nicotine replacement products or medications prescribed to you to help you quit.

How it works

You don't have to enroll in the Healthy Lifestyles Solutions Tobacco Cessation Program to be eligible for reimbursement. When you meet the eligibility requirements, just submit your documentation to ibx.com/reimbursements to request reimbursement.

1. Sign up for an approved tobacco cessation program.

See page 2 for information about choosing an approved program that will work for you.

2. Complete the approved program.

Complete an eligible program that focuses on behavior modification and provides frequent and regular support, such as weekly meetings or telephone-based sessions.

3. Submit documentation and request your reimbursement.

Log on to ibx.com/reimbursements and submit the following documentation:

- proof of your participation in an approved tobacco cessation program or a certificate of completion
- all program receipts and receipts for nicotine replacement products or medications prescribed to you to help you quit

Once all of your documentation is submitted, you can request your reimbursement to be paid by direct deposit or American Express rewards card.*

* Please note that American Express charges a fee of \$4.00 plus three percent of the reimbursement amount.



Approved tobacco cessation programs include those that focus on behavior modification and provide frequent and regular support.

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: 2/28/2014
To: Board of Supervisors
From: Mark Gordon, Township Zoning Officer *mg*
Re: Openspace and Recreation plan Update

Dear Board Members:

Here is the first Draft of the Openspace and Recreation Plan Update. The Task Force reviewed this document and was very happy with the format and content to this point. There are a number of minor changes that were discussed however the task force is very pleased with the document and the work that our consultants have put into the plan to date. Our work sessions are going smoothly and public participation has been very encouraging and helpful. Please forward me any comments or questions you may have on the attached draft plan.

Table of Contents

Forward – to be inserted

PLAN SUMMARY – to be inserted..... i

Part 1 – The Plan

Chapter 1 – Building Upon Success	1-1
Plan Purpose.....	1-1
Planning Process.....	1-2
Accomplishments Since Adoption of 1993 Plan.....	1-3
Key Challenges and Opportunities.....	1-4
Values, Vision and Mission.....	1-4
Community Context.....	1-6
Community Engagement.....	1-7
Trends.....	1-8
Findings, Themes, and Prioritization.....	1-9

Chapter 2 – Taking Care of and Improving Our Parks and Recreation System

Introduction to the Issue.....	2 -1
Validation of the Issue.....	2-1
Vision for the Future.....	2-3
Implementation Strategy.....	2-3
Implementation Steps.....	2-4

Chapter 3: Protecting Our Township’s Scenic Beauty, Open Space and Natural Resources.....

Introduction to the Issue.....	3-1
Validation of the Issue.....	3-1
Vision for the Future.....	3-3
Implementation Strategy.....	3-2
Implementation Steps.....	3-2

Chapter 4: Provide Recreation Programs and Services to Engage Citizens in Active Healthy Living.....

Introduction to the Issue.....	
Validation of the Issue.....	
Vision for the Future.....	

Implementation Strategy.....
Implementation Steps.....

Chapter 5: Continue to Provide Operational Excellence and Financial Sustainability for Parks, Recreation, and Open Space.....

Introduction to the Issue.....
Validation of the Issue.....
Vision for the Future.....
Implementation Strategy.....
Implementation Steps.....

Appendices

- Demographics Report**
- Parks and Recreation Facilities Assessment Report**
- Programs and Services Report**
- Operating and Capital Budget Report**
- Sample Mandatory Dedication of Parkland Ordinance**
- Citizen Participation Report**
- Parks, Recreation, and Open Space Locations Map**

Building Upon Success

East Goshen Township has developed this **Parks, Recreation, and Open Space Plan Update** to enhance the quality of life in our community through the conservation of our scenic beauty and natural resources, parks, and recreation. The plan will serve as a guide to help community leaders improve and sustain our parks and recreation system to benefit citizens of all ages and interests now and as a legacy for many generations yet to come.

East Goshen Township's parks, recreation, and open space are a major community asset. They are essential features of the township's scenic beauty and rural character. The Plan Update provides a coordinated action plan and set of recommendations to achieve the shared vision to benefit of all who live, work, operate a business, raise a family and retire here.

Plan Purpose

The purpose this plan is to:

- Articulate clear strategies to address current and future needs by updating the **1993 East Goshen Open Space, Recreation, and Environmental Resources Plan**;
- Serve as the Parks, Recreation, and Open Space element of the Township's **Comprehensive Plan**;
- Advance the Central Chester County Bicycle and Pedestrian Circulation Plan with respect to safe walking and cycling in East Goshen Township (2013); and
- Position East Goshen Township to be competitive for grant funding.

The Plan Update serves as a guide and is not a law. In continuing to facilitate first-class parks and recreation and the conservation of our community's scenic beauty, East Goshen Township will continue to involve the public and work in collaboration with our partners in the public and private sectors in implementing the plan.

Planning Process

East Goshen Township retained Toole Recreation Planning, the Brandywine Conservancy and the Natural Lands Trust to develop the plan in collaboration with the community. Their team of parks, recreation and community planners, landscape architects and GIS specialists worked with the Township's management team and a Plan Advisory Committee in formulating the **Plan Update**. The planning process consisted of the assessment of all aspects of parks and recreation; synthesis of conclusions and options; identification of opportunities; development of implementation strategies; and formation of an action plan with a time frame for implementation. The planning process addressed six areas.

- Community recreation needs;
- Parks, recreation facilities and open space;
- Related Township plans and initiatives with implications for parks and recreation;
- Programs and services;
- Administration, management, and maintenance; and
- Financing.

Related Plans

East Goshen Township's Parks, Recreation, and Open Space Plan Update is related to several other important planning efforts.

East Goshen Township Comprehensive Plan - A Comprehensive Plan is a written document formally adopted by the Board of Supervisors that contains goals, objectives, and strategies for the future development and conservation of the community. East Goshen Township is updating its 2005 Comprehensive Plan, which includes this Parks, Recreation, and Open Space Plan Update as a component.

Landscapes 2 – Chester County's Comprehensive Policy Plan, Landscapes 2, was adopted in 2009. It outlines how the Board of County Commissioners and the Chester County Planning Commission plan to address growth management and preservation strategies in collaboration with public, private and corporate citizens.

Central Chester County Bicycle and Pedestrian Circulation Plan - The Central Chester County Bicycle and Pedestrian Circulation Plan serves as a blueprint for transforming seven municipalities in the heart of Chester County into communities that support and encourage walking, bicycling, and public transportation.

Stewardship Report for Applebrook and East Goshen Township Parks – The Natural Lands Trust developed this report in 2010 with two main goals:

1. To maintain a safe and enjoyable environment for passive (Applebrook Park)

- and active (East Goshen Township Park) recreation; and
2. To protect and enhance native plant communities to support resident and migratory wildlife.

Accomplishments Since Adoption of 1993 Plan

In the last 20 years, East Goshen Township has:

- Acquired and developed Applebrook Park as a nature-based park through a public/private partnership and developed a stewardship plan for it;
- Worked with the Willistown Conservancy to acquire and create the Ashbridge Preserve;
- Supported Chester County's Planning Commission in the development of the **Central Chester County Bicycle and Pedestrian Circulation Plan** including the designating Paoli Pike as a high priority bicycle path;
- Implemented major conservation endeavors including the collaboration with the Natural Lands Trust in the development of stewardship plans, increase of naturalized areas for resource conservation and habitat protection, invasive species removal, reforestation programs, and stream restoration;
- Established a state-of-the-art Public Works headquarters in the former Genuardi's grocery store building;
- Fostered the skill and expertise development of township maintenance staff via training resulting in the certification of three maintenance workers as Certified Playground Safety Inspectors; and
- Collaborated with a group of citizens in the establishment of the Friends of East Goshen, private non-profit organization with a mission of raising funds for the betterment of East Goshen Township and the community at large.

Benefits of Parks, Recreation, and Open Space

- Preserves the scenic beauty of the community
- Protects the environment and natural resources
- Helps to create a sense of community
- Improves health and fitness
- Increases property values
- Deters crime and substance abuse
- Establishes strong family bonds, the foundation of our society
- Attracts and retains businesses and residents
- Connects the mind, body and spirit of people leading active lifestyles

Key Challenges and Opportunities

The assessment of the parks, recreation, and open space system indicates that East Goshen Township has a system of high quality parks and associated recreation programs carved into a setting with tremendous scenic beauty and important natural resources, some globally significant. To maintain this high quality system in the future, East Goshen Township will need to:

- Protect the remaining open space.
- Maintain and strengthen its current parks and recreation facilities.
- Respond to emerging trends and changing priorities including growing the recreation programs, events, and partnerships.
- Continue to focus on premier customer service and community engagement.
- Strengthen the stewardship of natural and cultural resources including the expansion of educational and outreach programs to increase public awareness of the benefits of effective natural resource management.
- Expand the greening of the park system.
- Adapt to changing demographic characteristics.
- Ensure operational sustainability through a revenue strategy that includes continued public investment and the generation of revenues from non-tax sources.

The Township's philosophy of providing exceptional public service rooted sound financial management serves as a strong foundation for this Plan Update.

Values, Vision, and Mission

The following values, vision, and mission were identified and developed through the public engagement process.

Values

As the qualities valued by the community of East Goshen Township, the core values are embodied in the mission, vision, and recommendations for parks, recreation, and open space. All policies and actions should be rooted in the core values.

Community Character and Scenic Beauty – Although it is a suburban community that is nearly fully developed, East Goshen Township's agrarian roots and scenic character are the essence of this community.

Stewardship – Forests, streams, wildlife, and clean water, and air must be conserved.

Quality of Life – The distinctive way of life here needs to be preserved and protected to ensure that it remains a tranquil community rooted in the principles of smart growth.

Sustainability – Making the best use of all resources in ways that steward the environment, respect human and financial capacity, and provide a legacy for future generations is vital.

Health and Fun – The health and wellness of citizens of all ages is paramount. Recreation fosters active healthy lifestyles through facilities, programs, and services that benefit individuals and the community. Having lots of things to do is a powerful economic driver that attracts businesses who want to provide a desirable quality of life for their workforces.

Thriving Economy - Parks, recreation and open space are an important asset to the Township and its Commerce Committee. Parks and recreation helps to attract and retain businesses, affluent retirees, and knowledge workers.

Vision

East Goshen Township's parks and recreation system enriches the community through the conservation of natural resources, the preservation of our scenic beauty, and recreation opportunities that foster health, fun, life-long learning, and a sense of community.

Mission

The mission of the East Goshen Township's Parks and Recreation is to enhance the quality of life in our community by delivering excellent customer service; maintaining high quality parks, trails and green spaces; and balancing the need for conservation with the demand for recreation through the provision of excellent and diverse experiences in public spaces.

Operating Framework

East Goshen Township operates in an environment with a can-do attitude. The management and staff strive through excellent public service through:

- Teamwork to get the job done, whatever it takes.
- Embracing change for growth and seizing opportunities.
- Imagination and ideas translated into new and improved programs, services and facilities.
- Objectivity in making difficult decisions via a positive approach.

- Excellence in all aspects of public service, operations and fiscal management.

Community Context

East Goshen Township is a 10.1 square mile community in central Chester County. About 20 miles from downtown Philadelphia, East Goshen is nearly fully developed having changed from a rural area to a suburban environment since the 1960's. After 1987, prosperous commercial and light industrial development emerged along the Route 3 corridor. The reminders of the agricultural roots, historic features, and natural areas are prominently scattered throughout the community. Among these are East Goshen Township's two major parks that straddle Paoli Pike: East Goshen Community Park and Applebrook Park. These parks serve as a major gateway to the community and establish the tone that East Goshen Township treasures its natural features.

Demographics

East Goshen had a population of 18,026 on the 2010 United States census. This was an increase of 7.1 percent since 2000 when the population was 16,824. Population projections from the Delaware Valley Regional Planning Commission estimate a population of about 21,130 by 2030. For parks and recreation planning purposes the following demographic characteristics are important:

- Although the Township is nearly fully developed, the population is expected to increase by another 3,100 people. Planning for additional facilities and services for this increase of 17 percent is important.
- About 92.6 percent of the population is Caucasian indicating some diversification with nearly eight percent minority primarily African American and Asian, an increase of 1.4 percent since 2000.
- About 61 percent of East Goshen's 7,870 households are family households.
- Thirty-eight (38%) percent of the households have adults age 65 years and older while only 21 percent of the households have children under 18. Hershey's Mill, a gated residential age-restricted community for people age 55 and older, is a major contributor to the over 55 cohort in the township. It has 1,700 residential units.
- Median age in East Goshen is 47.3 years compared with 41.5 in 2000. It is 39.4 years in Chester County.
- Most of East Goshen Township's population lives south of _____.
- Residents are well educated with over 25 years of age being high school graduates including 26 percent with bachelor's degrees and 22 percent with graduate degrees.

- The median housing value of \$397,400 is higher than Chester County's median value of \$329,700 which is more than double that of Pennsylvania overall.
- While the median housing value is higher than that of Chester County, median and mean household incomes are lower. The median household income in East Goshen is \$76,400 and in Chester County, \$86,184. The mean household income in East Goshen is \$104,419 compared with that of Chester County at \$113,161. The per capita income of \$47,819 in East Goshen is higher than Chester County's.
- A perspective on comparisons with Chester County: Chester County is the most affluent of Pennsylvania's 67 counties and ranks in the top 40 counties nationwide in wealth.

Community Engagement

Citizen involvement is the hallmark of this plan. It will continue to play a vital role in the implementation of the recommendations. Elected and appointed officials came together with citizens in a public conversation about how to improve the community through parks, recreation, and open space. The process included a Plan Advisory Committee, an online public opinion questionnaire, focus groups, key person interviews, and public meetings.

Throughout the public participation process, it was evident that the residents have extraordinary community pride and that the parks, recreation, and open space have a lot to do with that. In fact, an oft-repeated message of many residents was that they moved to East Goshen Township because of the parks and recreation opportunities available. Residents expressed their vision for East Goshen that embraces a green and connected community, conservation of natural resources, year-round recreation, safe places to walk and bike, and recreation opportunities for people of all ages and interests. Residents want to take care of what we have, preserve the Township's scenic beauty, and do whatever possible to protect the remaining open space.

Plan Advisory Committee

The Plan Advisory Committee included key stakeholders representing community interests that included the Township Board of Supervisors, Parks and Recreation Commission, Open Space Plan Task Force, Planning Commission, Conservancy Board, Historical Commission, Commerce Commission, senior adults, environmentalists, sports, township planning, parks and recreation advocates, and the general citizenry. The Committee expressed the desire to establish a balanced, pragmatic, and achievable plan that would enhance the quality of life in East Goshen Township.

Public Meetings

More than 35 people participated in the first of two public meetings about parks, recreation, and open space. In the first meeting, the consulting team presented information about the parks and recreation plan, findings from fieldwork in the Township, and the findings from the public participation process to date. The citizens' discussion focused to preserve the scenic rural, character; improving existing facilities, and trails.

The participants also completed an exercise to define important considerations to address in the parks, recreation, and open space plan. The top items named were

A second public meeting will be held in _____ 2014. The Board of Supervisors public meeting in _____ 2014 will include consideration of the plan for adoption as an agenda item.

Interviews

The planning team contacted more than _____ individuals regarding parks, recreation, trails, open space, conservation, trails and partnerships. These contacts included community organizations, citizens with identified interests, people who asked to be interviewed, schools, business people, private non-profit organizations, regional recreation, park and trail groups, township management, elected and appointed officials, and recreation based organizations. Findings of interviews were specific to individual interests and perspectives and mirrored the results of other segments of the public participation process.

Online Public Opinion Questionnaire

Underway and will be reported in future revised document.

Trends

Trends represent underlying forces, basic human needs, attitudes, and aspirations. They help people to understand what is happening and why, and prepare for what is yet to come. Trends identify emerging currents or forces gaining momentum in the community. Monitoring the pulse of culture as it shifts will enable East Goshen Township to ensure that municipal services and facilities are relevant to citizens now and in the future. Trends include the following:

- People are living longer as healthy, well-educated individuals who are engaged in a variety of active healthy living pursuits.
- A growing number of households with two wage earners working requiring child care and support services. Anecdotal information revealed that many households also have stay-at-home parents. Providing recreational services to serve these groups would be important.

- Opportunities for recreation that people can undertake at their own discretion are becoming more important. Examples include walking, bicycling, exercising, experiencing nature and socializing with family and friends.
- Trails are the most popular type of recreation facility. They receive the most use by broad segments of the population.
- Childhood obesity threatens the health of our young people now and their future potential.
- Currently, less than half of youths meet the U.S. Department of Health and Human Services' *Physical Activity Guidelines for Americans* recommendation of at least 60 minutes of daily moderate-to-vigorous physical activity. This increases youths' health risks and can jeopardize their well-being throughout their lives. Physical activity is also critical to children's cognitive development and academic success.
- Studies of senior citizens find that more than a fifth of older people felt lonely and isolated all the time, and the feeling was often worsened at the weekend or night-time. Those who said they were lonely had a 14 per cent greater risk of dying. That figure is twice the risk associated with obesity among those surveyed.
- Recreation is widely recognized in public health as a key player in fostering active healthy living through close to home recreation facilities and services. This is vital in preventing disease.
- Conservation of open space and natural resources is a public priority.
- People desire a sense of community that they often find in parks, especially in a suburban community such as East Goshen with no town center.
- There is widespread recognition that local government cannot provide parks and recreation to the degree desired by the public completely on its own. Partnerships are essential to make the most use of limited resources as well as to generate the level of stewardship needed for the conservation of important natural and cultural resources.

Findings, Themes, and Prioritization

Overall, the people who live, work and play in East Goshen Township believe that parks, recreation, and open space are important to this community and that the Township does a fine job in providing a premiere system of facilities and recreation programs and services. The assessment of parks, recreation facilities, open space, programs and services, and operations and financing bears this out. Regarded as a premier parks and recreation system throughout the region, the community's scenic beauty and the high quality of township parks and recreation services is the direct result of the leadership, investment, and vision of community leaders, an involved citizenry, and judicious township management.

This **Plan Update** calls upon elected and appointed officials in partnership with community organizations, the citizenry, and private enterprise to continue shaping East Goshen Township's parks, recreation, and open space over the next ten years. Building upon the Township's great success in establishing a premiere parks and recreation system, the strategy of this Plan Update is to focus on six key themes that reflect public sentiment and opportunities for creating a legacy of parks and recreation to benefit citizens today and for many generations yet to come:

Theme 1: Taking care of and improving our premier parks and recreation system.

Theme 2: Protecting our township's scenic beauty, open space, and natural resources.

Theme 3: Strategically provide recreation opportunities, programs, and services to engage citizens in active healthy living, experiencing nature, and enjoying the community.

Theme 4: Continue to provide operational excellence and financial sustainability for the parks, recreation, and open space system through a mix of public and private support.

The following chapters provide the overview, vision and recommendations for each of the four themes. In accordance with the **East Goshen Township Comprehensive Plan**, the **Parks, Recreation, and Open Space Plan** will follow a three-tiered approach for recommendations prioritizing actions as follows:

- Tier 1 - Immediate Priority. These are actions of importance to the community and for which the Township is willing to devote staff time and resources to see them implemented within two years.
- Tier 2 – Moderate Priority. These are also actions of importance but that may not quite reach the level of importance as projects in Tier 1 or because they may lack the full resources or support required for successful implementation.
- Tier 3 – Long-Term Priority. These actions have support from the key stakeholders but are seen as more visionary or speculative in nature. Their priorities could change if funding or partners emerged or if circumstances enabled the Township to devote staff time to the effort.

While the Comprehensive Plan is more visionary, the parks, Recreation, and Open Space Plan Update drills down further into specific actions identifying responsible parties, potential costs, and revenue sources.

Taking Care of and Improving Our Parks and Recreation System

Introduction to the Issue

The maintenance and improvement of East Goshen Township's parks and recreation facilities is a consistent theme of both citizens and municipal officials. Over the life time of a public park, about 75 percent of its costs are in operations and maintenance. While it is relatively easier to obtain capital improvement funds and the opening of new facilities is popular, it is ever more difficult to get the financial support for the ongoing maintenance of the parks and recreation facilities.

Taking care of parks and recreation facilities includes a wide range of tasks including maintenance, safety measures, sports turf maintenance, natural resource management, event preparation, security, programming, scheduling, monitoring trends and visitation, and revitalizing them to meet changing needs and emerging opportunities.

Validation of the Issue

The assessment of the East Goshen parks and recreation system addressed five factors: the amount of parkland, its configuration, location, recreation facility types and the quality of the parks and facilities.

Amount of Park Land - East Goshen Township has 22 parks and open spaces totaling 478.6 acres. East Goshen Township Park and Applebrook Park are the main parks of the Township and actually serve as regional facilities by attracting park visitors from other communities in Chester County. With East Goshen Township as a part owner and its location in the Township, the Ashbridge Reserve serves as a de facto township nature based park. Two parks, Milltown Park and Mill Creek Softball field provide recreational opportunities within these neighborhoods. The other 17 sites serve as nature parks that provide residents with opportunities to experience nature, walking, dog-walking, and de-stressing through relaxation outdoors.

The Township classifies the parks primarily based upon use according to the terms “active and passive recreation” rooted in the **1993 Open Space, Recreation, and Environmental Resources Plan**. This plan recommended a minimum standard of 10.5 acres of parkland per 1,000 residents in accordance with the National Recreation & Park Association (NRPA) standards in place then. However, the NRPA has since changed these standards recommending instead that each community develop its own level of service for the amount and type of parkland that is necessary to meet community needs. Since the old standard was developed, a host of factors merged that invalidates its premises. This includes the emergence of soccer and lacrosse as major sports, the dramatic increase in participation in most sports by females and by players at older and younger ages, the emergence of walking and bicycling as a top recreational and fitness activities, and the recognition of the importance of engaging people of all ages in nature, environmental education and fitness in the great outdoors. While East Goshen Township can retain its preferred uses of specific parks for active and passive recreation according to the definitions shown in the box, the Township can also re-classify its parks and open spaces to recognize that all of these

What Is Active and Passive Recreation?

Active Recreation activities are those engaged in for the purpose of relaxation, health and wellbeing or enjoyment with the primary activity requiring physical exertion, and the primary focus on human activity.

Passive Recreation includes outdoor activities that create opportunities for independence, closeness to nature, and a high degree of interaction with the natural environment and which require no organization, rules of play, facilities, or the installation of equipment, other than those which may be necessary to protect the natural environment.

public lands serve community recreation needs despite different kinds of uses on different sites. As a whole, they comprise East Goshen Township’s parks, recreation, and open space system. Using this approach, East Goshen Township provides a level of service of 30 acres per thousand residents.

Location of Parks – Parks and recreation facilities are fairly well distributed in East Goshen Township. The exception is the area south of Strassburg Road to the Barley Road border of the Township.

Types of Recreation Facilities – The Township offers a wide variety of recreation facilities including game courts, ballfields, pavilions and gazebos, playgrounds, walking paths, special events spaces, an amphitheater, natural areas, and support facilities including restrooms and parking lots. Facilities not available include dedicated indoor recreation space, a skatepark, bicycle paths connecting community destinations, and a system-wide park signage system.

Quality of Parks and Recreation Facilities – East Goshen Township Park and Applebrook Park are updated and upgraded on an as needed basis. However, master plans should be prepared to provide a long-term vision for the two parks. Master plans would result in conceptual designs to act as a guide for final designs and construction documents. They would also assess the existing and potential future needs based on population data, age of the existing facilities, updated

regulations, trends, and other information. Master plans would also incorporate rounds of public input. Township wide public input would be very valuable to provide recommendations for the parks in general, while smaller groups would be sought out for input regarding each focal area of the parks, such as a playground or “tween hub”. Master planning would also include an ecological inventory of natural features on the sites, and in the context of larger ecological systems such as watersheds and woodlands. Master planning would address park system wide issues such as coordination and consistency of signage as well as site specific issues including landscaping and management of stormwater. Park visitors and citizens providing input to the planning process indicated that while East Goshen Township Park is wonderful, it is beginning to show its age, wear and tear. The assessment found that both East Goshen Township and Applebrook Parks are beloved community treasures; they still have the potential to become facilities that set the standard for excellence in public recreation through effective planning, creative design, and public involvement.

Vision for the Future

East Goshen Township envisions that its parks and recreation system will continue to set the standard of excellence in southeastern Pennsylvania. It will incorporate a balance of parks, recreation, and natural areas to provide both opportunities for the residents to experience nature close to home as well as to enjoy active recreational pursuits.

Implementation Strategy

The implementation strategy is to address East Goshen Township’s parks, recreation facilities and open space as a system rather than as individual sites by planning and improving the facilities holistically. Designating park planning as an official township function, connecting parks to township destinations via safe walking and bicycling paths, and developing a unified signage system will bring the whole system up to the prominence of East Goshen Township Park and Applebrook Park. Adopting a strategic approach to park planning will help the Township to anticipate trends, identify changing community needs and exemplary examples and models elsewhere to translate here in the community parks, and seize opportunities that could otherwise go untapped.

In the meantime, this plan presents the following series of recommended improvements for Applebrook Park, East Goshen Township Park, and (Placeholder pending the open space field work). East Goshen Township Park and Applebrook Park are almost “all right”. The implementation strategy is to plan improvements mainly to “tweak” the current facilities as well a few major improvements to deal with the wear and tear and community needs identified by park visitors.

Implementation Steps

In accordance with the East Goshen Township Comprehensive Plan, the Parks, Recreation, and Open Space Plan will follow the three-tiered approach for actions and prioritization described in Chapter 1.

Policy: Maximize parks and recreation facilities as community destinations cost effectively and in a way that generates community pride and contributes to economic development.

Tier/Time Frame	Strategy	Action Steps/Responsible Party	Resources/Costs
System-wide Actions			
1 - 2014/15	Revise parkland standards for the parks and recreation system.	Set standard as 30 acres of parkland per 1,000 residents. Use this standard in establishing a Mandatory dedication of parkland Ordinance. Who: Board of Supervisors. Retain consultant to prepare the ordinance. Review by Township Solicitor.	Ordinance preparation and review: \$5,000. Administrative time and Board of Supervisors action. Recoup investment by securing parkland or fees-in-; lieu of dedication.
1 - 2014/15	Develop a signage system that includes park name, directions, rules & regulations, interpretation, way finding, information, facility names and identifiers.	Issue an RFP to solicit signage development professionals. Implement the signage recommendations over time as improvements are made to parks. Who: Recreation Director.	\$10,000 - \$20,000.
1 - 2014/15	Establish park planning as an official township function.	Designate the Recreation Director as the person in charge of park planning. Who: Board of Supervisors adopt the policy and the Township Manager carries it out in personnel management duties.	Staff time.
2 - 2016 – 2018	Establish areas in parks for environmental education, interpretation, and stewardship.	Work with the Conservancy Board to undertake this effort. Who: Recreation Director.	Initial investment may be offset by reductions in maintenance costs.
3 - 2019 – 2023+	Incorporate public art in the parks.	Create a community advisory group to lead this effort. Consider contacting art institutions and colleges in the Philadelphia area to get started. Who: Recreation Director.	Fundraising, grants and donations. Director's time.
East Goshen Township Park			
Natural Resource Management and Stewardship			
1 - 2014/15	Create rain gardens in areas recommended in this plan.	Who: Public Works Director.	Staff time and \$ _____ materials.
2 - 2016 - 2018	Undertake a stormwater management study in the parks.	Issue an RFP to solicit experts in the use of parks to address stormwater. Who: Public Works Director in collaboration with Recreation Director.	\$ _____ - _____.
2 - 2016 –	Implement the stormwater management plan	Actions to be determined	TBD

2018+	recommendations.	Who: Public Works Director in collaboration with Recreation Director.	
2 - 2016 - 2018	Undertake a stormwater management study in the parks.	Issue an RFP to solicit experts in the use of parks to address stormwater. Who: Public Works Director in collaboration with Recreation Director.	\$ _____ - _____.
2 - 2016 – 2018+	Conduct a stewardship assessment for the Serpentine Outcrops, Tributaries, and Natural Areas.	Work with the Natural Lands Trust in developing this assessment as a follow up to their earlier stewardship work. Who: Public Works Director in collaboration with Recreation Director.	TBD
Playground Hub			
1 - 2014 - 2015	Establish a citizens advisory committee to undertake the development of a plan to revitalize the playground as a park hub.	Research outstanding play areas rooted in play theory and community input. Issue and RFP to professionals with expertise in alternative playground design. Develop a master plan for this hub including equipment, sand and water play, shade, natural play features, seating, restrooms and water lines. Who: Recreation Director is the lead. Public Works Director provides assistance.	\$30,000 - \$40,000
2 - 2016 – 2018+	Implement the master plan for the play area park hub.	Continue to involve the advisory group and the community in the development of the play area. Who: Recreation Director in collaboration with the Public Works Director.	\$250,000 – \$500,000
Tween/Teen Hub			
3 - 2019 – 2023+	Establish a tween/teen advisory committee to plan for a tween/teen hub in the park.	Determine the implementation strategy Who: Recreation Director.	TBD. Potential sources include grants, sponsorships and township support.
Ballfields			
1 - 2014/15	Repair the t-ball area.	Determine plan for fixing the drainage problem. Who: Public Works Director.	Staff time, equipment, and \$_____ materials.
1 - 2014/15	Upgrade park equipment to meet safety standards where needed.	Retrofit bleachers with guardrails to prevent falls. Who: Public Works Director.	TBD.
3 - 2019 – 2023+	Provide shade near ballfields.	Develop and implement a planting plan for increasing shade around the ballfields. Who: Recreation Director with support from Public Works Director.	TBD
Game Courts			
1 - 2014/15	Retrofit tennis courts with short courts to teach children the game and create future generations of tennis players.	Use USTA guidelines. Who: Public Works Director for the physical improvements. Recreation Director for pursuing grants and developing the program and promotion	\$_____ per court.
1 - 2014/15	Assess the key fob system to determine if it can be improved to facilitate more tennis play by residents.	Solicit input from community including tennis players. Who: Recreation Director as facilitator with Park & Recreation Commission	

		advising Board of Supervisors to set policy.	
2 – 2016 - 2018	Add landscaped backdrop along end lines of the courts to increase ball visibility for the players.	Develop a planting plan and carry it out. Who: Recreation Director with support from Public Works Director.	\$ _____
2 – 2016 - 2018	Create seating area in the hillside by the basketball courts for spectators and players.	Retain a landscape architect to design the seating area. Do the work with township work force. Who: Recreation Director with assistance from Public Works Director	TBD
2 – 2016 - 2018	Assess the use of the sand volleyball area.	Determine the use frequency, reasons for lack of use, potential improvements or dismantling. Solicit public input. Who: Recreation Director on planning and design with support from Public Works Director on physical improvements.	TBD.
Farmers' Market			
1 - 2014/15	Determine how the Farmers' Market area could be improved to facilitate vendor parking and closure due to sudden storms.	Meet with the vendors to determine issues, opportunities and ideas for enhancing the market. Retain a landscape architect for a potential re-design of the area. Who: Recreation Director as lead.	TBD
Fitness Area			
2 – 2016 - 2018	Assess the use of the fitness area and consider upgrading it with more modern equipment used in Fitness Zones. Consider relocating it near the play area to facilitate family fitness.	Determine the use frequency, reasons for lack of use, and potential improvements. Solicit public input. Who: Recreation Director on planning and design with support from Public Works Director on physical improvements.	\$25,000 - \$50,000
Applebrook Park			
1 - 2014/15	Add toilet facilities. These can range from screened porta-potties to restrooms. Consider use of "green" facilities.	Who: Recreation Director in planning in collaboration with Public works Director.	Range from rental fees to \$80,000.
1 - 2014/15	Include Applebrook Park in the stewardship studies and the planning of the parks & recreation signage system.	Who: Recreation Director	Staff time and included in price of stewardship studies.
2 – 2016 - 2018	Provide parking off Hibbard Lane.	Consider asking the owners of the private lots near Hibbard Lane to share parking facilities for trail visitors. As an alternative develop a parking lot here. Who: Recreation Director in planning and outreach.	TBD
Community Connections			
1 - 2014/15	Implement the recommendations of the Central Chester County Pedestrian and Bicycle Circulation Plan.	Hire a transportation planning engineer with experience in bicycle trail design, construction and funding to develop the master plan and construction documents. Establish a multi-use trail along Paoli Pike and bicycle boulevards along low	\$ _____ to develop the plan and construction documents. \$ _____ cost of trail development.

		volume streets. Who: Zoning Officer	
1 - 2014/15	Strive to create a solution to the need to provide for the safe crossing of Paoli Pike by park visitors between these two parks.	Since the Township has explored alternatives in the past, consider retaining a transportation planning firm skilled and experienced in working with PennDOT. Consider this issue in the planning of the Paoli Pike Bicycle Trail design and construction documents. Who: Township Manager	TBD
1 - 2014/15	Work with the emerging Bow Tree Trail Group in the development of a trail north of Bow Tree.	Provide assistance to the group in the planning and development of the pathway. Who: Township Manager	Staff time. Costs of the pathway development TBD.
3 – 2019- 2023	Develop a township bicycle plan.	Work with Chester County in the development of a township-wide bicycle trail plan. Seek a grant to develop the plan. Who: Zoning Officer	\$_____ to develop the plan. \$_____ cost of trail development.

Protecting Our Township's Open Space, Scenic Beauty and Natural Resources

Introduction to the Issue

The public indicated throughout the planning process that the township's scenic beauty and open space were among the chief reasons that made them happy to live in East Goshen Township. The public engagement process found that preservation of open space is paramount to the residents. The rural scenic beauty and natural features are defining characteristics of East Goshen Township.

Validation of the Issue

East Goshen Township is nearly fully developed. Population projections indicate that another 3,104 could move into the Township by 2030. That translates into about 1,240 residential units. The number of large (more than 25 acres) undeveloped parcels in East Goshen Township is extremely limited. The Township has worked to avoid owning land by instituting land use planning measures that require Homeowner's Associations to own and maintain the open spaces associated with developments. Prior to adopting this strategy, the Township wound up owning nearly 400 acres of open space that the Public Works Department has to maintain, including retention basins that are in the open spaces. Consequently, while East Goshen Township would like to protect the remaining open space, they do not want to own or maintain any more open space. Given the desirability of East Goshen Township as a great place in which to live, it is anticipated that the Township only has a short window of opportunity left until the remaining open space is gone for development.

Vision for the Future

East Goshen Township envisions that it will retain its scenic beauty, natural features, and open space that characterize the way of life here that the residents value.

Implementation Strategy

The implementation strategy to protect the open space, natural resources and scenic beauty is a three pronged approach:

- Collaboration with land trusts and willing landowners to establish conservation easements on the remaining open space. In this way, landowners get to retain the right to their land and obtain remuneration for conserving their property.
- Education of key stakeholders, community organizations, and the general citizenry that natural resource management is crucial and that every property owner is a land steward.
- Effective stewardship of natural resources as a public private partnership.

Implementation Steps

In accordance with the **East Goshen Township Comprehensive Plan, the Parks, Recreation, and Open Space Plan** will follow the three-tiered approach for actions and prioritization described in Chapter 1.

Policy: Ensure that East Goshen Township retains its scenic beauty, protects its natural resources, and conserves the remaining open space through sound planning, collaboration, management, decision-making, and investment.

Tier/Time Frame	Strategy	Action Steps/Responsible Party	Resources/Costs
Open Space			
1 - 2014/15	Work with the Natural Lands Trust in developing a strategy to approach willing landowners about the potential to conserve their properties.	The Township will provide mapping and information necessary from NTL staff to develop a framework for conserving the remaining open space parcels. Who: Board of Supervisors regarding policy with support from the Township Manager and Zoning Officer on implementing the policy regarding open space conservation measures. . And. Retain consultant to prepare the ordinance. Review by Township Solicitor.	Volunteer services from NLT for strategy and outreach development. Potential fees for tasks such as appraisals and surveys if willing landowners step forward to conserve their land.
1 - 2014/15	Determine sources of funding for open space conservation.	Work with NLT, Chester County, DVRPC and PA DCNR and DCED in identifying funding sources. Determine the level of	TBD

Memo
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

Voice (610) 692-7171

Fax (610) 425-8950

E-mail rsmith@eastgoshen.org

Date: February 26, 2014
To: Board of Supervisors
From: Rick Smith, Township Manager
Re: Barclay Woods

The Brandywine Conservancy is helping the Borough of West Chester with grant application to fund the acquisition of Barclay Woods. They have requested that we send letters of support, which would be submitted with the grant applications.

I have drafted three letters of support for your consideration.

Suggested motion: I move that we authorize the Chairman to sign the letters of support.

Rick Smith

From: John Snook [REDACTED]
Sent: Tuesday, February 25, 2014 11:54 AM
To: Rick Smith; Senya D. Isayeff
Subject: Barclay Woods, West Chester
Attachments: Dinniman PECO supprt letter.pdf; EBT Barclay Woods Letter - DCNR.docx; EBT Barclay Woods Letter - DCED.docx; EBT Barclay Woods Letter - County.docx

Dear East Goshen COG Compatriots!

As you may know, wearing my Brandywine Conservancy hat, we are helping the Borough of West Chester with applications for grant funding to acquire the Barclay Woods as permanent public open space. An application for a small amount already went in to the PECO Green Region program. Application to Chester County is due the end of this week and to the two state agencies (DCNR and DCED) in the next several weeks. We would really like to cite your support, as a neighbor and fellow COG municipality and since West Chester is all of our county seat. Wearing my other hat, we have prepared letters of support from East Bradford (samples attached). A letter would be perfect and could be simply addressed separately to each agency or a more generic letter of support could be addressed to the Borough (either Mayor Carolyn Comitta or Manager Ernie McNeely) that could be copied for each application. Given the short time until our submission of the County application Friday, it is OK if a letter of support arrives later. However, if you could confirm via e-mail, we can state in the application that it is supported by you also. As samples, in addition to the three letters of support that the East Bradford Board of Supervisors have submitted, I have attached an earlier letter from Senator Dinniman which was aimed at the PECO application. Below, I will paste the project description.

Thank you! - John

PROJECT DESCRIPTION -- ACQUISITION OF BARCLAY WOODS BY WEST CHESTER BOROUGH

The Barclay Woods property comprises 1.381 acres (Chester County Tax Parcel #1-4-109) and is located between North High and North Church Streets on the north side of West Marshall Street, near the northern "gateway" to the Borough of West Chester, the county seat, on High Street. The property was recently subdivided into four lots. The Barclay Woods comprise the park-like grounds of the nineteenth-century Joseph Hartshorne Estate, developed in 1866-67 and called "North Hill." (See attached rendering of Hartshorne residence, estimated 1880's.) This "country estate" was donated to the Barclay Home, a Quaker home for the elderly in 1935, which occupied it until the late 1990's. The Barclay mansion house and grounds have changed hands several times, although the historic character of the property has been retained throughout. The estate is listed as the "Barclay Home" on the National Register of Historic Places, and the "grounds" or Barclay Woods are considered a contributing resource. Both the mansion and grounds also are contributing resources in the National Register Historic District that comprises much of the Borough of West Chester.

The Barclay Woods boast gently sloping lawns with a great variety of mature specimen trees in a grove setting. Many of these trees date from the original development of the estate and some may pre-date the estate, remaining from the property's earlier development as a nursery in the years following the Civil War. The 2002 National Register listing notes that the most notable of the many

remarkable specimen trees is a 92-foot tall ginkgo with other notable trees including a big-leaf magnolia, a 60-foot sweet buckeye, numerous flowering dogwoods, black oaks, Norway spruces, European larches, white pines, pin oaks, Japanese maples, a golden rain tree, an American holly, a white mulberry, an Austrian pine, a green ash, a shell-bark hickory, tulip poplars, a weeping cherry, and a sourwood. With the historic mansion house on one side and historic residences surrounding across the streets on the other three, this beautiful grove forms an open landscape "room," in effect, a uniquely historic and quasi-public "Town Green" in the midst of West Chester, one of the most densely populated municipalities in the Commonwealth and by far the most densely populated in Chester County, with close to 10,000 persons per square mile. Through generous landowner permission, this "green" has been enjoyed by the public, residents and visitors to the Borough alike, for passive public recreational uses for over 80 years. A macadam pathway, originally a drive to the mansion, leads from its attractive historic gates near the intersection of Marshall and High Streets diagonally across the property and affords users improved access to the interior of the Barclay Woods. A perimeter sidewalk offers access to the broader pedestrian system in the Borough as well as to parking that is available on the surrounding three streets. The owner of the Barclay mansion permits weekend parking in an adjoining lot of some 40 parking spaces, and has indicated a willingness to continue to do so.

The nearest existing public park is more than 1,000 feet distant from the Barclay Woods property and within a 1,000 foot radius of the Barclay Woods property there are 383 parcels of varying land uses, including a large number of residential properties. The site has been approved for development of 4 single family homes, and would be irreversibly transformed, especially with the necessary removal of most of the trees and loss of public enjoyment and permitted entry onto the property. Fortunately, the current landowner/developer is under contract to sell the property to the Borough subject to fair market value and a "limited time" offer. The Borough intends to manage the property for continued passive recreational uses and preservation of the existing vegetation. The property lies within the Brandywine Creek watershed.

While the property has been fortunate to avoid numerous threats of development in the past, through the Borough's proposed acquisition, this unique urban green will be placed in public ownership and permanently protected from future development threat. Such threat is not an ethereal imagination of what may happen some day. Rather, if funding is not made available to purchase this property, the long history of the Barclay Woods will be lost forever. Failure of the Borough to acquire the property now WILL result in its development for residential purposes, involving the necessary removal of nearly all of the existing mature specimen vegetation and obliterating the historic greenspace. Approval already has been granted to do so. The foreground view of the National Register Barclay mansion and the integrity of its historical landscape setting will be lost as will the attractive view at West Chester's northern High Street "gateway." The unique "village green" will no longer contribute to the historical integrity of the Borough's National Register townscape, and its currently quasi-public passive recreational benefits will disappear, adding to user stresses at the existing public parks.

The property is being proposed for acquisition/preservation now due to the unique opportunity offered by the current landowner who, while having approval to otherwise develop the property, has agreed to hold off to permit the Borough to attempt acquisition, in recognition of the unique value of the Barclay Woods. Such public acquisition is fully consistent with the Borough's adopted planning policies as well as parkland need data published in the County's Livable Landscapes plan.

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

March 4, 2014

Pennsylvania Department of Conservation and Natural Resources
801 Market Street, Suite 6020
Philadelphia, PA 19107

Subject: Barclay Woods Open Space Grant Application, Borough of West Chester

Dear Sir or Madam:

We understand that West Chester Borough will soon apply for grant funding to assist in the acquisition of the Barclay Woods as public open space.

Open spaces come in many sizes. Some vast, like a nature preserve; some not so big, like a town square. No one size fits all. Open spaces are a reflection of the values of the community: A sense of place; a sense of character; a sense of well-being. The Barclay Woods, while not large, represents a unique historical urban landscape, a beautiful respite in one of the most densely populated municipalities in Pennsylvania.

Our neighbors in West Chester Borough have benefited from the larger open spaces available in East Goshen Township. Similarly, Township residents have benefited from the unique amenities provided by the Borough including the vibrant downtown and other community amenities such as the West Chester Public Library, which is only one short block from the Barclay. The additional open space values made available by the Barclay acquisition will serve as yet one more additional reciprocal benefit available to East Goshen residents, in both tangible and intangible ways that are basic to the value of open spaces to both of our communities.

With these principles in mind, the East Goshen Township Board of Supervisors wholeheartedly endorses the applications of West Chester Borough for open space acquisition funding under both the Chester County Municipal Grant Program, as well as grant programs administered by the Pennsylvania Department of Conservation and Natural Resources and the Pennsylvania Department of Community and Economic Development.

Sincerely,

E. Martin Shane
Chairman
Board of Supervisors

cc: Pennsylvania State Senator Andrew Dinniman
Pennsylvania State Representative Dan Truitt
Carolyn Comitta, Mayor, West Chester Borough
John Theilacker, Associate Director Municipal Assistance Program, Brandywine Conservancy

BOARD OF SUPERVISORS

EAST GOSHEN TOWNSHIP

CHESTER COUNTY

1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

March 4, 2014

Pennsylvania Department of Community and Economic Development
Commonwealth Keystone Building
400 North Street, 4th Floor
Harrisburg Pa 17120-0225

Subject: Barclay Woods Open Space Grant Application, Borough of West Chester

Dear Sir or Madam:

We understand that West Chester Borough will soon apply for grant funding to assist in the acquisition of the Barclay Woods as public open space.

Open spaces come in many sizes. Some vast, like a nature preserve; some not so big, like a town square. No one size fits all. Open spaces are a reflection of the values of the community: A sense of place; a sense of character; a sense of well-being. The Barclay Woods, while not large, represents a unique historical urban landscape, a beautiful respite in one of the most densely populated municipalities in Pennsylvania.

Our neighbors in West Chester Borough have benefited from the larger open spaces available in East Goshen Township. Similarly, Township residents have benefited from the unique amenities provided by the Borough including the vibrant downtown and other community amenities such as the West Chester Public Library, which is only one short block from the Barclay. The additional open space values made available by the Barclay acquisition will serve as yet one more additional reciprocal benefit available to East Goshen residents, in both tangible and intangible ways that are basic to the value of open spaces to both of our communities.

With these principles in mind, the East Goshen Township Board of Supervisors wholeheartedly endorses the applications of West Chester Borough for open space acquisition funding under both the Chester County Municipal Grant Program, as well as grant programs administered by the Pennsylvania Department of Conservation and Natural Resources and the Pennsylvania Department of Community and Economic Development.

Sincerely,

E. Martin Shane
Chairman
Board of Supervisors

cc: Pennsylvania State Senator Andrew Dinniman
Pennsylvania State Representative Dan Truitt
Carolyn Comitta, Mayor, West Chester Borough
John Theilacker, Associate Director Municipal Assistance Program, Brandywine Conservancy
F:\Data\Shared\West Chester\Barclay Woods\DCED 030414.docx

BOARD OF SUPERVISORS

EAST GOSHEN TOWNSHIP

CHESTER COUNTY

1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

March 4, 2014

Kim Merritt, Municipal Grants Coordinator
Chester county Open Space Preservation Department
PO Box 2747
West Chester, PA 19380-0990

Subject: Barclay Woods Open Space Grant Application, Borough of West Chester

Dear Ms. Merritt:

We understand that West Chester Borough will soon apply for grant funding to assist in the acquisition of the Barclay Woods as public open space.

Open spaces come in many sizes. Some vast, like a nature preserve; some not so big, like a town square. No one size fits all. Open spaces are a reflection of the values of the community: A sense of place; a sense of character; a sense of well-being. The Barclay Woods, while not large, represents a unique historical urban landscape, a beautiful respite in one of the most densely populated municipalities in Pennsylvania.

Our neighbors in West Chester Borough have benefited from the larger open spaces available in East Goshen Township. Similarly, Township residents have benefited from the unique amenities provided by the Borough including the vibrant downtown and other community amenities such as the West Chester Public Library, which is only one short block from the Barclay. The additional open space values made available by the Barclay acquisition will serve as yet one more additional reciprocal benefit available to East Goshen residents, in both tangible and intangible ways that are basic to the value of open spaces to both of our communities.

With these principles in mind, the East Goshen Township Board of Supervisors wholeheartedly endorses the applications of West Chester Borough for open space acquisition funding under both the Chester County Municipal Grant Program, as well as grant programs administered by the Pennsylvania Department of Conservation and Natural Resources and the Pennsylvania Department of Community and Economic Development.

Sincerely,

E. Martin Shane
Chairman
Board of Supervisors

cc: Pennsylvania State Senator Andrew Dinniman
Pennsylvania State Representative Dan Truitt
Carolyn Comitta, Mayor, West Chester Borough
John Theilacker, Associate Director Municipal Assistance Program, Brandywine Conservancy
F:\Data\Shared\West Chester\Barclay Woods\County 030414.docx

Memo

East Goshen Township

Date: February 28, 2014
To: Board of Supervisors
From: Rick Smith, Township Manager
Re: Boot Road

As you know the section of Boot Road between Wilson Drive and Greenhill Road does not have sufficient capacity for the current traffic volume during peak hours. The road cross section consists of single east bound lane, a single west bound lane, with a center turning lane and shoulders on both sides.

In 2007/2008 we looked at what could be done and determined that we could restripe this section of Boot Road to create two east bound lanes and two west bound lanes. We would need to make some minor improvements at the intersections. This work could be done within the existing right of way. However, we would lose the center turn lane and the shoulders.

Concerns were expressed by residents (loss of the center turn lane and shoulders) and the Church (loss of the center turn lane) and the project was scrapped.

Over the years the traffic volumes have increased and the congestion has gotten worse. There have been some discussions with representatives from several of the businesses in the Brandywine Corporate Park and Goshen Corporate Peak-West about what can be done to improve the situation

The updated the cost for the original two east bound and two west bound lane project is \$328,931 (attached). As an alternative for the same cost we could restripe the road for a cross section that consists of a single east bound lane, a center turn lane and two west bound lanes. This would improve the PM rush hour traffic condition. However, we would still lose the shoulders.

It has been suggested that we widen the existing paving to a five lane cross section, consisting of two east bound lane, a center turn lane, two west bound lane and shoulders. This would address both the resident's and Church's concerns.

There are two challenges in addition to cost. The first is the lack of right of way and we would need to obtain land from the adjacent property owners. The second is the water line that runs along Boot Road between the curb and the fence/wall for Hershey Mill. Since this is located in a private right of way we would have to pay the cost to install a new line.

A best guess is that it would cost \$1,800,000 to widen this section of Boot Road to a five lane cross section (attached). In order to obtain more definitive construct costs we would need to have the plans revised.

In addition we would have the cost for the additional right of way.

Feb 2014

Construction Cost Estimate Boot Road (S.R. 2020) Improvements					
No.	Item	Cost / Unit	Unit Measure	Units	Cost / Item
1	Class 1B Excavation	\$75.00	CY	64	\$4,800.00
2	Subbase, 6" Depth (No. 2A)	\$32.00	SY	158	\$5,056.00
3	HMA base course, PG 64-22, 3 to <10 million ESALs, 25mm, 6" Depth	\$32.00	SY	158	\$5,056.00
4	HMA wearing course, PG 64-22, 3 to <10 million ESALs, 9.5mm, 1 1/2" Depth	\$7.50	SY	10983	\$82,372.50
5	HMA binder course, PG 64-22, 3 to <10 million ESALs, 19mm, 2 1/2" Depth	\$32.00	SY	158	\$5,056.00
6	Bituminous Tack Coat	\$0.50	SY	10983	\$5,491.50
7	Milling Bit. Pave. Surface, Variable Depth, milled mat. retained by Contractor	\$6.50	SY	10983	\$71,389.50
8	18" Reinforced Concrete Pipe, Type A(Open Joint), 15'-2' Fill, 100 yr design life	\$130.00	LF	5	\$650.00
9	Manhole top unit frame and cover	\$1,200.00	SET	1	\$1,200.00
10	Type C Concrete top unit and grate	\$1,200.00	SET	1	\$1,200.00
11	Standard inlet box, height <= 10'	\$1,800.00	EACH	1	\$1,800.00
12	Grade adjustment of existing inlets	\$620.00	SET	9	\$5,580.00
13	Grade adjustment of existing manholes	\$930.00	SET	3	\$2,790.00
14	Plain Cement Concrete Curb	\$37.00	LF	578	\$21,386.00
15	Post Mounted Signs, Type B	\$35.00	SF	27	\$945.00
16	4" White Hot Thermoplastic Pavement Markings	\$0.75	LF	3685	\$2,763.75
17	4" Yellow Hot Thermoplastic Pavement Markings	\$0.65	LF	4928	\$3,203.20
18	6" White Hot Thermoplastic Pavement Markings	\$1.50	LF	1318	\$1,977.00
19	24" White Hot Thermoplastic Pavement Markings	\$8.00	LF	75	\$600.00
20	24" Yellow Hot Thermoplastic Pavement Markings	\$12.00	LF	251	\$3,012.00
21	White Hot Thermoplastic Pavement Legend, "ONLY", 8'-0"	\$380.00	EACH	2	\$760.00
22	White Hot Thermoplastic Pavement Legend, "Straight Arrow", 12'-0" x 1'-8"	\$125.00	EACH	2	\$250.00
23	White Hot Thermoplastic Pavement Legend, "Left Arrow", 12'-0" x 3'-0"	\$175.00	EACH	2	\$350.00
24	White Hot Thermoplastic Pavement Legend, "Thru and Right Arrow", 20' x 3'-7"	\$270.00	EACH	2	\$540.00
25	Pavement Marking Removal	\$6.50	SF	701	\$4,556.50
26	Traffic Signal Timing Adjustment @ Wilson Drive	\$500.00	EACH	1	\$500.00
	Construction Cost (Sum of all above items)				\$233,284.95
	SUB-TOTAL COST ESTIMATE				\$233,284.95
	Contingencies	20%			\$46,656.99
	Traffic Control	5%			\$11,664.25
	Bid Docs	8%			\$18,662.80
	Construction Observation	8%			\$18,662.80
	TOTAL COST ESTIMATE				\$328,931.78

2/28/2014

Boot Road

Widen Boot Road to a five lane cross section with shoulders.

Project cost to restripe existing road to a 4 lane cross section with no shoulders and make improvementst at both ends \$328,931

Cost to add two 1,800 feet long 12 foot wide travel lanes to the above project

	cost/unit	unit measure	units	cost	
Storm Sewer	\$7,320.00	inlet & Pipe	4	\$29,280	
Excavation	\$75.00	cy	2400	\$180,000	
blacktop	\$103.50	sq yd	4800	\$496,800	
Pvt. Markings	\$0.75	lf	3600	\$2,700	
Misc.				\$50,000	
Construction Cost				<u>\$758,780</u>	
Contigencies		20%		\$151,756	
Traffic Control		5%		\$37,939	
Bid Docs		8%		\$60,702	
Inspection		8%		\$60,702	
Total Construction Cost				<u>\$1,069,880</u>	\$1,069,880
Right of Way			??		??
Water Line			404430		<u>\$404,430</u>
					<u>\$1,803,241</u>

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
February 11, 2014 – 7:00pm
Draft Minutes**

Present: Chairman Marty Shane, Vice-Chairman Senya D. Isayeff, and Supervisors Carmen Battavio, Chuck Proctor and Janet Emanuel. Also present were Township Manager Rick Smith, CFO Jon Altshul, and ABC member Erich Meyer (Conservancy Board).

Call to Order & Pledge of Allegiance

Marty called the meeting to order at 7:00pm. Erich Meyer led everyone in the Pledge of Allegiance.

Moment of Silence

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

Recording of Meeting

No one indicated they would be recording the meeting.

Public Comment on Non-Agenda Items

None.

Chairman's Report

Marty announced the Board met in Executive Session on January 28 to discuss a personnel matter.

Comprehensive Plan Update

The Task Force has not met since the last BOS meeting, so there was no update.

Friends of East Goshen 501(c)3

The next meeting of the Friends is scheduled for February 25 at 7:00pm. The group is currently reaching out to the ABCs, and looks forward to starting fundraising in earnest.

Clymer's Woods Sign

The Board reviewed renderings of a sign for placement at the Clymer's Woods location. Senya would like the sign widened to contain the phrase "Clymer's Woods Reforestation Project." Rick will ask the sign vendor to update the renderings and provide new pricing.

PECO Substation on Strasburg Road

Ed Davidson of Malvern, who owns the property at 1603 East Strasburg Road, spoke about his desire for something to be done to improve the aesthetics of the PECO substation at Routes 352 and Strasburg Road. Since the shrubbery was taken out to satisfy Department of Homeland Security requirements, the site no longer blends in with its historic location. PECO has fallen

1 short of its commitment in this regard. Transcript from the PUC hearing on this matter reveals
2 that PECO planned to make a real effort to make this location blend into the area.

3
4 Mr. Davidson said he is not convinced that removing shrubbery increases safety – there are other
5 options that could have been used. He is also concerned with a new 100-ft silver tone tower that
6 has been erected at the site to replace a shorter wooden pole. This new tower is located 150 feet
7 from the front door of his property. He hopes the Township will look into this matter to review
8 the original conditions of allowing PECO to locate the site in East Goshen versus what it looks
9 like now. Mr. Davidson said he believes the Township and the residents are being wronged by
10 PECO, who seems to have forgotten about this site.

11
12 Carmen suggested the Township reach out to Greg Carey at PECO to get his response on this
13 matter. Carmen said that he disagreed with Mr. Davidson in that he believes removing the
14 shrubbery is a way to increase visibility and therefore safety. This is true on a residential
15 property and it's true for an industrial site as well.

16
17 The Board pointed out to Mr. Davidson that the testimony in the PUC hearing on this matter is a
18 moot point; what really matters is the final PUC judgment which imposed only two conditions:
19 that the site is landscaped in accordance with plans created by East Goshen and that the noise
20 level complies with the Township Ordinance.

21
22 Senya then asked Mr. Davidson if the noise level of the property poses any concern and Mr.
23 Davidson said no. Senya noted that when the Township talks to PECO they will be unable to
24 call Mr. Davidson an East Goshen resident but will have to refer to him as a property owner.

25
26 Rick noted that the Township received complaints from other residents when the shrubbery was
27 removed; however, the removal was done at the request of the Department of Homeland
28 Security. Rick said the new pole is part of PECO's Smart Meter program, and he doesn't believe
29 it's taller than the wooden pole it replaced.

30
31 Marty said he used to work for PECO, and he agrees that in the beginning they did a beautiful
32 job landscaping and concealing the site. He assured Mr. Davidson that while nothing can be
33 promised, the Township will speak with Greg Carey to see if there is anything that can be done.
34 Marty cautioned that the Township cannot do anything about PECO's placement of the pole,
35 however.

36
37 Mr. Davidson thanked the Supervisors for their time and said he had satisfied his goal which was
38 to make the Township aware of this issue.

39
40 **Bids for Rental Equipment With Operators**

41 The following bids were received for Rental Equipment With Operators:

	<u>Total Price</u>
42	
43 S.A. Macanga, Inc.	\$184,900.00
44 Reid Paving Contractors, Inc.	\$239,500.00
45 Innovative Construction Services, Inc.	\$302,625.00

1 Carmen moved to award the contract to S.A. Macanga, Inc. in the amount of \$184,900.00 per the
2 January 27 recommendation of Public Works Director Mark Miller. Senya seconded the motion.
3 There was no discussion or public comment. The Board voted unanimously to approve the
4 motion.

5
6 **Resolution 2014-44 Collection Procedure for Sewer and Refuse Accounts**

7 The Board reviewed this amendment to the Utilities Collection Resolution. Chuck
8 recommended bypassing District Court for delinquent accounts and going straight to the Court of
9 Common Pleas, and noted that item #8 would have to be rewritten. Senya wondered if
10 increasing the interest rate for late payments would be beneficial to the Township. Marty
11 directed Rick to get Kristin Camp's opinions on these two matters. The Board agreed to table
12 this resolution until Kristin is consulted.

13
14 **Agenda Changes**

15 Marty noted that agenda items #11d (Cost of Services Report) and #11e (Senior Staff Accountant
16 position) have been referred to the Finance Committee.

17
18 He also announced that he and Rick will work offline on #11f (Recommendations for 2014 ABC
19 Goals), but would welcome the assistance of any other Board members.

20
21 **Light Fixtures on Hibberd Way (Applebrook)**

22 Senya moved to approve a request from The Preserve at Applebrook HOA to install and
23 maintain (at their expense) two additional light fixtures on the section of Hibberd Way south of
24 the Applebrook Golf Club maintenance facility. The new fixtures shall be identical to the
25 existing fixtures. Janet seconded the motion.

26
27 Marty noted that Applebrook will pay the energy bill for these two additional fixtures, just like
28 they do for their other fixtures.

29
30 There was no further discussion and no public comment. The Board voted unanimously to
31 approve the motion.

32
33 **Any Other Matter**

34 **Resident Safety** – Carmen wants residents to be cautious when using generators, space heaters,
35 and other alternate sources of heat during this long winter. These items should only be used as
36 outlined in the instructions that came with the units. Residents should also be reminded about
37 the importance of having carbon monoxide detector(s) when any fossil fuel is being used in a
38 household. Carmen will work with staff to have something posted to the Township website and
39 sent out via Constant Contact.

40
41 **Bicentennial Committee** - Marty suggested that Senya recruit Jason Lang and his equivalent in
42 West Goshen and have them start to put together ideas for the Bicentennial.

43 **Traffic Congestion at Boot Road and Route 202** – Rick reported that the Boot Road traffic
44 congestion issue was discussed with West Goshen. West Goshen's main area of concern is the
45 stretch from Wilson Drive to Greenhill Road. Two possibilities were discussed:

- 1) Use the existing road surface to create two westbound lanes toward Route 202, with one eastbound lane, one center turn lane, and no shoulders.
- 2) Acquire additional right-of-way to create 5 total lanes with shoulders (two westbound lanes, two eastbound lanes, and a center turn lane).

Rick noted that AQUA has a water main located under the roadway between the shoulder, curb and fence line (a private right-of-way). This water main involves several hundred feet of pipe that would have to be excavated and lowered.

Rick has obtained updated pricing to simply restripe the roadway as originally discussed years ago. The new pricing for this job would be approximately \$330,000. The center turn lane and shoulders would be eliminated.

Senya stated that due to the narrow bridge over Route 202, any of the proposed changes would simply extend the traffic bottleneck that occurs once traffic reaches the bridge.

Rick reported that because southbound traffic from Route 202 exiting onto Boot Road often backs up down the exit ramp, West Goshen is looking into the possibility of getting an electric road sign to place before the exit, warning motorists to slow down.

Marty has learned that some West Goshen businesses have already implemented staggered hours for their employees to help alleviate some of the congestion.

Review of Minutes

The Board reviewed and corrected the minutes of January 25 and January 28. Marty said the minutes would stand approved as corrected.

Treasurer's Report & Expenditure Register Report

See attached Treasurer's Report for February 6, 2014. 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. Senya seconded the motion. There was no further discussion and no public comment. The Board voted unanimously to approve the motion.

Action List

Hershey Mill Dam – Still waiting on a response from DEP.

Open Space Plan – An open house was held on January 30, with about 20 residents attending.

Correspondence & Reports of Interest

Marty acknowledged receipt of a Sunoco Remedial Action Progress Report for the Fourth Quarter 2013.

Meetings & Dates of Importance

Marty noted the upcoming meetings as listed in the agenda.

1 **Public Comment Period**

2 None.

3

4 **Adjournment**

5 There being no further business, the regular meeting was adjourned at 8:34pm.

6

7 **Executive Session**

8 The Board met in Executive Session after the regular meeting to discuss a personnel matter.

9

10

11 Anne Meddings

12 Recording Secretary

13 *Attachments: Treasurer's Report*

February 6, 2014

TREASURER'S REPORT
2014 RECEIPTS AND BILLS

GENERAL FUND

Real Estate Tax	\$111,198.61
Earned Income Tax	\$154,200.00
Local Service Tax	\$3,100.00
Transfer Tax	\$0.00
General Fund Interest Earned	\$731.63
Total Other Revenue	\$85,713.88
Total Receipts:	<u>\$354,944.12</u>

Accounts Payable	\$370,978.43
<u>Electronic Pmts:</u>	
Health Insurance	\$0.00
Credit Card	\$0.00
Postage	\$0.00
Debt Service	\$0.00
Payroll	\$106,678.46
Total Expenditures:	<u>\$477,656.89</u>

STATE LIQUID FUELS FUND

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

Expenditures:	<u>\$0.00</u>
---------------	---------------

SINKING FUND

Interest Earned	<u>\$556.23</u>
-----------------	-----------------

Expenditures:	<u>\$16,046.68</u>
---------------	--------------------

TRANSPORTATION FUND

Interest Earned	<u>\$254.35</u>
-----------------	-----------------

Expenditures:	<u>\$0.00</u>
---------------	---------------

SEWER OPERATING FUND

Receipts	\$249,618.23
Interest Earned	\$45.67
Total Sewer:	<u>\$249,663.90</u>

Accounts Payable	\$176,220.59
Debt Service	\$0.00
Credit Card	\$0.00
Total Expenditures:	<u>\$176,220.59</u>

REFUSE FUND

Receipts	\$69,689.64
Interest Earned	\$23.86
Total Refuse:	<u>\$69,713.50</u>

Expenditures	<u>\$105,428.18</u>
--------------	---------------------

SEWER SINKING FUND

Interest Earned	<u>\$220.25</u>
-----------------	-----------------

Expenditures	<u>\$0.00</u>
--------------	---------------

OPERATING RESERVE FUND

Receipts	<u>\$19.11</u>
----------	----------------

Expenditures	<u>\$0.00</u>
--------------	---------------

Events Fund

Receipts	<u>\$0.57</u>
----------	---------------

Expenditures	<u>\$0.00</u>
--------------	---------------

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
February 18, 2014 – 7:00pm
Draft Minutes**

Present: Chairman Marty Shane, Vice-Chairman Senya D. Isayeff, and Supervisors Carmen Battavio, Chuck Proctor and Janet Emanuel. Also present were Township Manager Rick Smith, CFO Jon Altshul, Staff Accountant Brian McCool and ABC members Ginnie Newlin and Erich Meyer (Conservancy Board). Kathryn Yahraes was also in attendance.

Call to Order & Pledge of Allegiance

Marty called the meeting to order at 7:05pm. Chuck Proctor led everyone in the Pledge of Allegiance.

Moment of Silence

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

Recording of Meeting

No one indicated they would be recording the meeting.

Proposal to Update Township Website

Brian McCool reported that of the 15 proposals received for the Township's website redesign project, he believes vendor Revize Software Systems from Troy, Michigan best combines strong design elements with reasonable costs. (As this is a Professional Services contract, the Township is not required to use the lowest bidder.) The Board viewed some of the websites designed by Revize. Senya would like to obtain specs on what the cost would include, the terms of the agreement, and information on who would own the content. He would also like to know how a website by Revize would compare with the Township's current page in regard to the number of dropdown menus, etc. The Board agreed that Senya and Janet will work with Bryan and Jon to obtain the desired information before awarding this bid.

Public Comment on Non-Agenda Items

None.

Chairman's Report

Marty announced the Board met in Executive Session on February 11 and immediately before the meeting this evening to discuss personnel matters. The Historical Commission meeting scheduled for February 13 was cancelled. The Historical Commission will consider the application to remove the property at 1331 E. Strasburg Road from the Historic Resources Inventory at their meeting on February 25 at 7:00pm.

Comprehensive Plan Update

The Task Force has not met since the last BOS meeting, so there was no update.

1 **Friends of East Goshen 501(c)3**

2 The Friends have not met since the last BOS meeting, so there was no update.
3

4 **Police Report**

5 Chief Brenda Bernot reported the arrest of a person involved in an incident at Hershey's Mill.
6 The individual was high on PCP and acting erratically.
7

8 There has been an increase in the number of DUI arrests by WEGO with drivers under the
9 influence of alcohol, heroin and cocaine. Heroin use is on the rise in the region. The heroin
10 available today is inexpensive, potent and dangerous. Some individuals who are addicted to
11 prescription opiates and unable to obtain them for various reasons are turning to heroin.
12

13 Another Megan's Law offender has moved into the Township. Residents can check the Megan's
14 Law website at www.pameganslaw.state.pa.us.
15

16 A phone stolen from an individual at the YMCA was recovered, and the guilty individuals have
17 been charged.
18

19 Criminals are currently running several phone scams affecting East Goshen - the Wal-Mart
20 "Mystery Shopper" scam, phone calls from individuals posing as computer technicians, scams
21 involving MoneyGrams and Green Dot Money cards, scams where an individual is told they've
22 won the Publisher's Clearinghouse or another prize and owe taxes on the prize, and scams by
23 individuals purporting to be from the IRS. If you or someone you know has been victimized by
24 such a scam, please report it to the police.
25

26 WEGO will once again be participating in the DEA National Take Back Initiative which will be
27 held on Saturday, April 26, 2014 from 10:00am to 2:00pm at the Giant Food Store in
28 Dilworthtown.
29

30 **Malvern Fire Company Report**

31 Malvern did not respond to any calls for service from East Goshen in January.
32

33 **East Goshen Poet Laureate**

34 Senya announced that the Township had a number of applicants for the role of Poet Laureate,
35 and the Supervisors reviewed all applications. Senya nominated Virginia Strong Newlin as the
36 first East Goshen Poet Laureate. Janet seconded the motion. Senya then read aloud the Joyce
37 Kilmer poem "Trees" to Ginnie. He announced that Ginnie will be retiring from the
38 Conservancy Board. There was no further discussion and no public comment. The Board voted
39 unanimously to approve the motion.
40

41 Ginnie thanked the Board and said she was honored to be chosen, especially as she is such an
42 outspoken individual. The Board thanked her for so many years of service to the Township. He
43 also thanked Kathryn Yahraes for her service to the Historical Commission.
44
45
46

1 **Keep East Goshen Beautiful Day**

2 Carmen moved to transfer responsibility for Keep East Goshen Beautiful Day from Kathryn and
3 Jack Yahraes to the Conservancy Board. Kathryn and Jack have done an excellent job
4 organizing Keep East Goshen Beautiful Day since 2007. Chuck seconded the motion. The
5 Supervisors thanked Kathryn (Jack was not in attendance) for her work over the years on this
6 important Township event. There was no further discussion and no public comment. The Board
7 voted unanimously to approve the motion.
8

9 **January 2014 Financial Report**

10 Jon Altshul reported that as of January 31 the General Fund had YTD revenues of \$377,245
11 compared to expenses of \$1,076,285 for a negative variance of \$699,040, excluding pass-through
12 accounts. Compared to the YTD budget, revenues were \$38,543 over budget while expenses
13 were \$63,238 under budget for a negative budget variance of \$24,694 (primarily due to snow
14 removal costs). The General Fund balance was \$5,584,763. Jon reported that Staff Accountant
15 Brian McCool acted to get the Real Estate taxes out in January (rather than February 1) to take
16 advantage of the lower postal rates, resulting in a significant cost savings to the Township.
17 Senya asked Jon to thank Brian for his initiative.
18

19 **Resolution 2014-32, Updating Road Restoration Specifications**

20 Carmen moved to adopt Resolution 2014-32 which updates the road restoration specifications to
21 be in line with PennDOT's change in specs for bituminous concrete. Senya seconded the
22 motion. There was no discussion or public comment. The Board voted unanimously to approve
23 the motion.
24

25 **Recreation Programs**

26 The Board reviewed a memo from Director of Recreation Jason Lang outlining his
27 recommendation for 2014 Recreation Programs. Senya moved that \$13,492 in revenue and
28 \$13,492 in expenses be appropriated in 2014 and that staff be authorized to implement the
29 programs outlined by Jason Lang in his January 28 memo to the Board. Carmen seconded the
30 motion. Senya noted that the full-day summer camp for children is a service to East Goshen
31 residents, and Jason Lang should be supported in any way possible as he implements this
32 program. Several Supervisors then stated how impressed they are with Jason's enthusiasm and
33 energy. There was no further discussion and no public comment. The Board voted unanimously
34 to approve the motion.
35

36 **Clymer's Woods Sign**

37 The Board reviewed a revised rendering of a sign for placement at the Clymer's Woods location.
38 Senya suggested the word "Reforestation" to be changed to "Forestation." Senya moved to
39 authorize staff to order the sign from Marsh Creek Signs with the suggested change. Carmen
40 seconded the motion. Resident Bill Egan requested that the back of the sign contain information
41 about the project and founding father George Clymer. Rick said this information is already
42 posted at the kiosk in the park but it can be added to the back of this sign as well. Senya revised
43 his motion to indicate that information about the project and George Clymer be added to the back
44 of the sign. Carmen seconded the revised motion. There was no further discussion or public
45 comment. The Board voted unanimously to approve the motion.
46

1 **Review of Minutes**

2 The Board agreed to table the minutes of February 11 until the next meeting.

3
4 **Treasurer's Report & Expenditure Register Report**

5 *See attached Treasurer's Report for February 14, 2014.* The Board reviewed the Treasurer's
6 Report and the current invoices. Carmen moved to accept the Treasurer's Report and the
7 Expenditure Register Report as recommended by the Treasurer, to accept the receipts and to
8 authorize payment of the invoices just reviewed. Janet seconded the motion. There was no
9 further discussion and no public comment. The Board voted unanimously to approve the motion.

10
11 **Action List**

12 **Futurist Committee** – Interviews have been scheduled.

13 **Bicentennial Committee** – Senya D. Isayeff and Ray Halverson (West Goshen) have been
14 appointed to this Committee and will coordinate their efforts.

15 **Workforce Development Committee** – No activity to report.

16 **Tobacco Cessation Committee** – No activity to report.

17 **Comcast Franchise** – Kevin Broadhurst has been requested to provide a status update to the
18 Township.

19
20 **Correspondence & Reports of Interest**

21 None.

22
23 **Meetings & Dates of Importance**

24 Marty noted the upcoming meetings as listed in the agenda.

25
26 **Public Comment Period**

27 None.

28
29 **Adjournment**

30 There being no further business, the regular meeting was adjourned at 8:24pm.

31
32 **Executive Session**

33 The Board met in Executive Session after the regular meeting to discuss a personnel matter.

34
35
36 Anne Meddings

37 Recording Secretary

38 *Attachments: Treasurer's Report*

February 14, 2014

**TREASURER'S REPORT
2014 RECEIPTS AND BILLS**

GENERAL FUND

Real Estate Tax	\$146,089.95
Earned Income Tax	\$466,909.92
Local Service Tax	\$19,565.02
Transfer Tax	\$0.00
General Fund Interest Earned	\$0.00
Total Other Revenue	\$69,981.17
Total Receipts:	\$702,546.06

Accounts Payable	\$92,618.72
Electronic Pmts:	
Health Insurance	\$48,104.01
Credit Card	\$0.00
Postage	\$0.00
Debt Service	\$16,552.98
Payroll	\$53,309.37
Total Expenditures:	\$210,585.08

STATE LIQUID FUELS FUND

Receipts	\$0.00
Interest Earned	\$0.00
Total State Liquid Fuels:	\$0.00

Expenditures:	\$0.00
---------------	---------------

SINKING FUND

Interest Earned	\$0.00
-----------------	--------

Expenditures:	\$2,118.60
---------------	-------------------

TRANSPORTATION FUND

Interest Earned	\$0.00
-----------------	--------

Expenditures:	\$0.00
---------------	---------------

SEWER OPERATING FUND

Receipts	\$77,500.65
Interest Earned	\$0.00
Total Sewer:	\$77,500.65

Accounts Payable	\$118,509.86
Debt Service	\$34,928.09
Credit Card	\$0.00
Total Expenditures:	\$153,437.95

REFUSE FUND

Receipts	\$16,187.46
Interest Earned	\$0.00
Total Refuse:	\$16,187.46

Expenditures	\$4,023.56
--------------	-------------------

SEWER SINKING FUND

Interest Earned	\$0.00
-----------------	--------

Expenditures	\$0.00
--------------	---------------

OPERATING RESERVE FUND

Receipts	\$0.00
----------	--------

Expenditures	\$0.00
--------------	---------------

Events Fund

Receipts	\$0.00
----------	--------

Expenditures	\$0.00
--------------	---------------

February 27, 2014

TREASURER'S REPORT
2014 RECEIPTS AND BILLS

GENERAL FUND

Real Estate Tax	\$145,020.36
Earned Income Tax	\$210,400.00
Local Service Tax	\$36,600.00
Transfer Tax	\$27,083.75
General Fund Interest Earned	\$0.00
Total Other Revenue	\$81,500.91
Total Receipts:	<u>\$500,605.02</u>

Accounts Payable	\$139,665.26
Electronic Pmts:	
Health Insurance	\$0.00
Credit Card	\$8,113.03
Postage	\$1,000.00
Debt Service	\$0.00
Payroll	\$105,010.29
Total Expenditures:	<u>\$253,788.58</u>

STATE LIQUID FUELS FUND

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

Expenditures:	<u>\$0.00</u>
---------------	---------------

SINKING FUND

Interest Earned	<u>\$0.00</u>
-----------------	---------------

Expenditures:	<u>\$6,822.89</u>
---------------	-------------------

TRANSPORTATION FUND

Interest Earned	<u>\$0.00</u>
-----------------	---------------

Expenditures:	<u>\$0.00</u>
---------------	---------------

SEWER OPERATING FUND

Receipts	\$267,988.20
Interest Earned	\$0.00
Total Sewer:	<u>\$267,988.20</u>

Accounts Payable	\$18,015.60
Debt Service	\$0.00
Credit Card	\$0.00
Total Expenditures:	<u>\$18,015.60</u>

REFUSE FUND

Receipts	\$88,176.98
Interest Earned	\$0.00
Total Refuse:	<u>\$88,176.98</u>

Expenditures	<u>\$8,613.97</u>
--------------	-------------------

SEWER SINKING FUND

Interest Earned	<u>\$0.00</u>
-----------------	---------------

Expenditures	<u>\$0.00</u>
--------------	---------------

OPERATING RESERVE FUND

Receipts	<u>\$0.00</u>
----------	---------------

Expenditures	<u>\$0.00</u>
--------------	---------------

Events Fund

Receipts	<u>\$0.00</u>
----------	---------------

Expenditures	<u>\$0.00</u>
--------------	---------------

**EAST GOSHEN TOWNSHIP
MEMORANDUM**

TO: BOARD OF SUPERVISORS
FROM: BRIAN MCCOOL
SUBJECT: PROPOSED PAYMENTS OF BILLS
DATE: 02-27-14

Please accept the attached Treasurer's Report and Expenditure Register Report for consideration by the Board of Supervisors. I recommend the Treasurer's Report and each register item be approved for payment.

Note that General Fund receipts are above average due to high EIT/LST collections, discounted real estate tax payments and a franchise fee received from Verizon. Sewer/refuse collections are also above average due to the approaching due date of February 28th.

General Fund expenses include a payment of \$40,444.48 for clean up services for damage from the sprinkler flood in the Township Building, which we expect to be reimbursed by our insurance company. Also General Fund expenses include a payment in the amount of \$27,032.50 for road salt.

Please advise if the Board decides to make any changes or if the reports are acceptable as drafted.

Report Date 02/24/14

Expenditures Register
GL-1402-41255

PAGE 1

PARP05 run by BARBARA 11 : 30 AM

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
01	GENERAL FUND									
68				AMS APPLIED MICRO SYSTEMS LTD.						
	38984	1	01401 3120	CONSULTING SERVICES	58987	02/20/14		02/20/14		982.50
				FEBRUARY 2014 GENERAL						
	38984	2	01403 2200	R.E. TAX COLLECT - MISC EXPENSE	58987	02/20/14		02/20/14		26.00
				FEBRUARY 2014 PROPERTY TAX MODULE						
										1,008.50
82				ASSOCIATED TRUCK PARTS						
	38985	1	01430 2330	VEHICLE MAINT AND REPAIR	868580	02/20/14		02/20/14		145.78
				LONG STROKE WELDED CLEVIS						
	38986	1	01430 2330	VEHICLE MAINT AND REPAIR	869911	02/20/14		02/20/14		172.57
				LED WORKLAMP, MIRROR HEAD & AIR TOOL						
				LUBE						
										318.35
197				BUCKLEY BRION MCGUIRE & MORRIS						
	38988	1	01404 3140	LEGAL - ADMIN	010814	02/20/14		02/20/14		1827.05
				LEGAL SERV. 11/25-12/19/13						
	38988	2	01413 3140	LEGAL - TWP CODE	010814	02/20/14		02/20/14		101.75
				LEGAL SERV. 11/25-12/19/13						
	38988	3	01414 3110	LEGAL - CODES	010814	02/20/14		02/20/14		308.95
				LEGAL SERV. 11/25-12/19/13						
										2,237.75
1833				CENTRE POINT CONTRACTING INC						
	39002	1	01409 3740	TWP. BLDG. - MAINT & REPAIRS	461173	02/20/14		02/20/14		793.58
				CEILING TILES - ARM 584						
										793.58
296				COMCAST						
	38989	1	01401 3120	CONSULTING SERVICES	020614	02/20/14		02/20/14		10.60
				CABLE TV 2/17-3/16/14						
										10.60
2226				DAILY LOCAL NEWS						
	38990	1	01401 3400	ADVERTISING - PRINTING	00340751	02/20/14		02/20/14		215.88
				NOTICE - CORRECTED HIST. COM						
										215.88

Report Date 02/24/14

Expenditures Register
GL-1402-41255

PAGE 2

PARP05 run by BARBARA 11 : 30 AM

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
366	38991	1	01407 2130	DELL MARKETING L.P. COMPUTER EXPENSE SOFTWARE FOR NEW PCS	XJC3TRFJ8	02/20/14		02/20/14		2203.56
										2,203.56
3220	38992	1	01401 3000	DIMARTINI, VINCENT GENERAL EXPENSE	021914	02/20/14		02/20/14		12.48
	38992	2	01401 3300	REIMBURSEMENT FOR TOLLS - FIRE INSPECTOR COURSE - BUCKS COUNTY AUTO ALLOWANCE REIMBURSEMENT FOR MILEAGE 240 MILES @ \$.56 PER MILE, FIRE INSPECTOR COURSE BUCKS COUNTY	021914	02/20/14		02/20/14		135.60
										148.08
418	38993	1	01430 2330	EAGLE POWER AND EQUIPMENT VEHICLE MAINT AND REPAIR WINDOW <i>Skid Steer</i>	T439650	02/20/14		02/20/14		661.63
										661.63
431	38994	1	01438 2450	EJ USA INC. (EAST JORDAN) MATERIALS & SUPPLIES-HIGHWAYS TRN GRATE & SIDE TR FRAMES <i>Inlet grates</i>	3684889	02/20/14		02/20/14		1796.32
										1,796.32
600	38999	1	01486 1560	HARLEYSVILLE LIFE INSURANCE CO. HEALTH, ACCID. & LIFE MARCH 2014 PREMIUM	020914-L	02/20/14		02/20/14		3263.20
										3,263.20
2052	39000	1	01213 1010	HARLEYSVILLE LIFE INSURANCE CO. VOL. LIFE INSURANCE W/H MARCH 2014 PREMIUM	020914	02/20/14		02/20/14		96.00
										96.00
638	39025	1	01409 3740	HOME DEPOT CREDIT SERVICES TWP. BLDG. - MAINT & REPAIRS LIGHT BULB FOR FRIDGE, TRIM - OFFIC RENOVATION, STEEL STUDS & TRACKS AND BALL CASTERS	021314-A	02/24/14		02/24/14		97.43
	39025	2	01437 2460	GENERAL EXPENSE - SHOP PINE-MAP FRAME, NAILS, CHALK, ACRYL SHEETING, BROOMS, ELBOWS, UNIONS, DREMEL & 13PC KIT	021314-A	02/24/14		02/24/14		268.09

Report Date 02/24/14

Expenditures Register
GL-1402-41255

PAGE 3

PARP05 run by BARBARA 11 : 30 AM

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
01		GENERAL FUND								
638	39025	3	01437 2460	HOME DEPOT CREDIT SERVICES GENERAL EXPENSE - SHOP SCREWS, FAST DRY WHITE, MINWAX POLY & FINISH, ADJ.MEGA CUFFS & EXT.CORD	021314-A	02/24/14		02/24/14		102.07
	39025	4	01454 3740	EQUIPMENT MAINT. & REPAIR SIDING FOR PARK SIGN	021314-A	02/24/14		02/24/14		35.72
										503.31
679	39001	1	01432 2500	INTERCON TRUCK EQUIPMENT SNOW - MAINTENANCE & REPAIRS ARM, BEARINGS & RUBBER DEFLECTOR	1041189-IN	02/20/14		02/20/14		856.91
										856.91
719	39003	1	01430 2330	KEEN COMPRESSED GAS COMPANY VEHICLE MAINT AND REPAIR WELDING HELMET	0799516	02/20/14		02/20/14		219.00
										219.00
2442	39004	1	01432 2500	KENT AUTOMOTIVE SNOW - MAINTENANCE & REPAIRS PLOW BOLTS	9302230888	02/20/14		02/20/14		108.79
										108.79
765	39009	1	01409 3740	LENNI ELECTRIC CORPORATION TWP. BLDG. - MAINT & REPAIRS RELOCATE CABLE LINE - MARK'S OFFICE + Electrical outlets	140170	02/20/14		02/20/14		312.00
										312.00
2245	39012	1	01409 3840	MARCO INC. DISTRICT COURT EXPENSES DAC ALARM SECURITY SERVICE CALL	106663	02/20/14		02/20/14		480.00
										480.00
1641	39013	1	01430 2330	NAPA AUTO PARTS VEHICLE MAINT AND REPAIR WIPER BLADES & 8OZ TREAT	2-579406	02/20/14		02/20/14		190.44
										190.44

Report Date 02/24/14

Expenditures Register
GL-1402-41255

PAGE 4

PARP05 run by BARBARA 11 : 30 AM

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
2593				PECO - 18510-39089						
	39014	1	01454 3600	UTILITIES	021214	02/20/14		02/20/14		24.36
				18510-39089 1/6-2/6/14 BOW TREE PMP						
										24.36
1065				PETTY CASH						
	39016	1	01401 3000	GENERAL EXPENSE	021914	02/20/14		02/20/14		242.50
				TOLLS						
	39016	2	01401 2100	MATERIALS & SUPPLIES	021914	02/20/14		02/20/14		24.96
				ACME & GIANT WATER & SUGAR						
	39016	3	01432 2460	SNOW - MATERIALS & SUPPLIES	021914	02/20/14		02/20/14		12.65
				K-MART & CVS - SUPPLIES FOR BRINE SYSTEM						
	39016	4	01437 2460	GENERAL EXPENSE - SHOP	021914	02/20/14		02/20/14		89.30
				GIANT - FOOD FOR PUBLIC WORKS						
	39016	5	01462 5000	EVENTS	021914	02/20/14		02/20/14		-100.00
				RETURN ADVANCE TO HISTORICAL FUND						
										269.41
1161				REILLY & SONS INC						
	39017	1	01430 2320	VEHICLE OPERATION - FUEL	59090	02/20/14		02/20/14		1019.47
				359.6 GALLONS GASOLINE						
	39018	1	01430 2320	VEHICLE OPERATION - FUEL	59089	02/20/14		02/20/14		5281.29
				1452.1 GALLONS DIESEL						
										6,300.76
1297				STAPLES CREDIT PLAN						
	39020	1	01401 2100	MATERIALS & SUPPLIES	020614	02/20/14		02/20/14		152.08
				BINDERS, 4 FT. TABLE, CALCULATOR & DISINFECTANT						
										152.08
2050				VILLAGE MEDICAL						
	39021	1	01487 1550	DRUG & ALCOHOL TESTING	00106444-00	02/20/14		02/20/14		170.00
				DRUG SCREENING - C.LINDER & G. THOMPSON						
	39021	2	01487 1500	MISC. EMPLOYEE BENEFITS	00106444-00	02/20/14		02/20/14		70.00
				HEP B VACCINE - S.HIRO						
										240.00

Report Date 02/24/14

Expenditures Register
GL-1402-41255

PAGE 5

ARPO5 run by BARBARA 11 : 30 AM

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
2921				WALSH, EDWARD B. & ASSOCIATES INC.						
	39024	1	01454 7301	HERSHEY MILL DAM - GENERAL	57733	02/20/14		02/20/14		645.76
				PROF.SERVICES - JANUARY 2014 HM DAM						
										645.76
1470				WESTTOWN TOWNSHIP						
	39023	1	01410 5310	REGIONAL POLICE BLDG INTEREST	022014	02/20/14		02/20/14		1624.38
				FEBRUARY 2014 - INTEREST						
	39023	2	01410 5320	REGIONAL POLICE BLDG PRINCIPAL	022014	02/20/14		02/20/14		9166.67
				FEBRUARY 2014 - PRINCIPAL						
										10,791.05

Report Date 02/24/14

Expenditures Register
GL-1402-41255

PAGE 7

PARP05 run by BARBARA 11 : 30 AM

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
2099				SUBURBAN PROPANE						
	39019	1 05420	3702	C.C. COLLEC.-MAINT.& REPR. 107.7 GALLONS PROPANE	49775	02/20/14		02/20/14		537.62
										537.62
2439				VERIZON -7041						
	39022	1 05422	3601	R.C. COLLEC.-UTILITIES 1/13/14 - 2/12/14	020714-7041	02/20/14		02/20/14		227.66
										227.66

Report Date 02/24/14

Expenditures Register
GL-1402-41255

PAGE 8

PARP05 run by BARBARA 11 : 30 AM

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
07				MUNICIPAL AUTHORITY						
528				GAWTHROP GREENWOOD & HALSTED						
38995	1	07424	3140	LEGAL SERVICES	115195	02/20/14		02/20/14		640.00
				LEGAL SERVICES - NOV.2013 GEN.AUTH.						
38996	1	07424	3140	LEGAL SERVICES	116912	02/20/14		02/20/14		160.00
				LEGAL SERVICES - JAN. 2014 GEN.AUTH						
										800.00
										42,697.40
0 Printed, totalling										42,697.40

FUND SUMMARY

Fund	Bank Account	Amount	Description
01	01	33,847.32	GENERAL FUND
05	05	8,050.08	SEWER OPERATING
07	07	800.00	MUNICIPAL AUTHORITY
		42,697.40	

PERIOD SUMMARY

Period	Amount
1402	42,697.40
	42,697.40

Report Date 02/27/14

Expenditures Register
GL-1402-41336

PAGE 1

PARP05 run by BARBARA 6 : 32 PM

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
01	GENERAL FUND									
68				AMS APPLIED MICRO SYSTEMS LTD.						
	39032	1	01401 3120	CONSULTING SERVICES	59055	02/27/14		02/27/14		15.00
				MISC. ITEMS FLASH DRIVE						
	39032	2	01414 5001	ZONING IT CONSULTING	59055	02/27/14		02/27/14		18.30
				IMAGE SCANNING						
-----										33.30
1657				AQUA PA						
	39033	1	01409 3600	TWP. BLDG. - FUEL, LIGHT, WATER	022414 BS	02/27/14		02/27/14		17.00
				000309801 0309801 1/20-2/20/14 BS						
	39034	1	01409 3605	PW BLDG - FUEL,LIGHT,SEWER & WATER	021814 PW	02/27/14		02/27/14		179.90
				000496917 0309798 1/15-2/14/14 PW						
	39035	1	01409 3600	TWP. BLDG. - FUEL, LIGHT, WATER	021814 FR	02/27/14		02/27/14		193.00
				000309820 0309820 1/15-2/14/14 FR						
	39036	1	01409 3600	TWP. BLDG. - FUEL, LIGHT, WATER	021814 TB	02/27/14		02/27/14		251.40
				000309828 0309828 1/15-2/14/14 TB						
-----										641.30
1998				BARCO PRODUCTS COMPANY						
	39048	1	01454 2600	MINOR EQUIPMENT	021400020	02/27/14		02/27/14		3259.18
				TRASH RECEPTACLES & 6' BARCOBOARD						
				BENCH						
-----										3,259.18
113				BARTLETT TREE EXPERTS						
	39041	1	01409 3740	TWP. BLDG. - MAINT & REPAIRS	3120377	02/27/14		02/27/14		36.06
				COLLECT SOIL SAMPLE TWP. BUILDING						
-----										36.06
119				BEE.NET INTERNET SERVICES						
	39042	1	01401 3120	CONSULTING SERVICES	201403015	02/27/14		02/27/14		315.00
				BEEMAIL ACCTS. MARCH 2014						
-----										315.00
1943				BELFOR						
	39043	1	01409 3740	TWP. BLDG. - MAINT & REPAIRS	433127	02/27/14		02/27/14		40444.48
				EMERGENCY CLEAN-UP SERVICE JAN.8-						
				JAN.16, 2014 DUE TO SPRINKLER FLOOD						
-----										40,444.48

Report Date 02/27/14

Expenditures Register
GL-1402-41336

PAGE 2

PARP05 run by BARBARA 6 : 32 PM

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
3213				BEST LINE EQUIPMENT						
	39044	1 01433	2500	MAINT. REPAIRS.TRAFF.SIG. 4 GENERATORS TO POWER TRAF. LIGHTS, MOTOMIX & POLE PRUNER	E00028	02/27/14		02/27/14		4871.83
	39045	1 01430	2330	VEHICLE MAINT AND REPAIR BINS & CHAINS	P00452	02/27/14		02/27/14		560.94
										5,432.77
3033				BLUE TARP FINANCIAL- NORTHERN TOOL & VEHICLE MAINT AND REPAIR	30072129	02/27/14		02/27/14		299.25
	39047	1 01430	2330	HD FUEL PUMP						299.25
										299.25
3222				BROWN, PATRICK & BETH SNOW - MAINTENANCE & REPAIRS	021314	02/27/14		02/27/14		25.00
	39049	1 01432	2500	REIMBURSEMENT FOR DAMAGED MAILBOX						25.00
										25.00
3230				CENTER FOR GOVERNMENTAL RESEARCH INTEGRATION STUDY	22314	02/27/14		02/27/14		3750.00
	39052	1 01410	5350	FEBRUARY 2014 CONSULTING						3750.00
										3,750.00
296				COMCAST CONSULTING SERVICES	021314 PB	02/27/14		02/27/14		94.85
	39053	1 01401	3120	2/23-3/22/14 PAOLI & BOOT RD SIGN						94.85
										94.85
3228				COX-GERVASI, MAUREEN SNOW - MAINTENANCE & REPAIRS	021814	02/27/14		02/27/14		25.00
	39054	1 01432	2500	REIMBURSEMENT FOR DAMAGED MAILBOX						25.00
										25.00
2226				DAILY LOCAL NEWS ADVERTISING - PRINTING	00340864	02/27/14		02/27/14		72.40
	39055	1 01401	3400	NOTICE FEBRUARY 12, 2014 PEN COM CANCELLED						72.40
										72.40

Report Date 02/27/14

Expenditures Register
GL-1402-41336

PAGE 3

PARP05 run by BARBARA

6 : 32 PM

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
3227	39056	1	01432 2500	DONATONI, DEBORAH SNOW - MAINTENANCE & REPAIRS REIMBURSEMENT FOR DAMAGED MAILBOX	022214	02/27/14		02/27/14		25.00
										25.00
3221	39057	1	01432 2500	ENTERLINE, DENISE SNOW - MAINTENANCE & REPAIRS REIMBURSEMENT FOR DAMAGED MAILBOX	022114	02/27/14		02/27/14		25.00
										25.00
454	39058	1	01414 3000	ENVIRONMENTAL MANAGEMENT CENTER CODE BOOKS/OTHER COMPREHENSIVE PLAN UPDATE -JAN.2014 INVOICE# 11	67925	02/27/14		02/27/14		3222.87
										3,222.87
497	39059	1	01432 2500	FLOTRAN PNEU-DRAULICS INC SNOW - MAINTENANCE & REPAIRS DUST CAPS & PLUGS	446419-001	02/27/14		02/27/14		71.18
										71.18
3223	39060	1	01432 2500	FRIESE, TOM SNOW - MAINTENANCE & REPAIRS REIMBURSEMENT FOR DAMAGED MAILBOX	022214	02/27/14		02/27/14		25.00
										25.00
3224	39061	1	01432 2500	GINSIORSKY, GINA SNOW - MAINTENANCE & REPAIRS REIMBURSEMENT FOR DAMAGED MAILBOX	021014	02/27/14		02/27/14		25.00
										25.00
2717	39062	1	01433 2500	HIGGINS & SONS INC., CHARLES A. MAINT. REPAIRS. TRAFF. SIG. TRAF. LIGHT REPAIR - BOOT & 352 PEDESTRIAN KNOCKED DOWN POLE	35890	02/27/14		02/27/14		1740.17
										1,740.17
647	39063	1	01432 2500	HOUSER, DONALD & ELIZABET SNOW - MAINTENANCE & REPAIRS REIMBURSEMENT OF DAMAGED MAILBOX	021914	02/27/14		02/27/14		25.00
										25.00

Report Date 02/28/14

Expenditures Register
GL-1402-41340

PAGE 4

PARP05 run by BARBARA 10 : 05 AM

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
01		GENERAL FUND								
3231				IIVORI, THOMAS						
	39064	1	01432 2500	SNOW - MAINTENANCE & REPAIRS REIMBURSEMENT FOR DAMAGED MAILBOX	021414	02/27/14		02/27/14		25.00
										25.00
708				JOHNSON, PAULINE						
	39066	1	01432 2500	SNOW - MAINTENANCE & REPAIRS REIMBURSEMENT FOR DAMAGED MAILBOX	022414	02/27/14		02/27/14		25.00
										25.00
2442				KENT AUTOMOTIVE						
	39067	1	01432 2460	SNOW - MATERIALS & SUPPLIES CREDIT - RETURN GATES 2-BRAID	9600027719	02/27/14		02/27/14		-325.50
	39068	1	01432 2500	SNOW - MAINTENANCE & REPAIRS ADAPTERS, SWVLCRIMP FITTINGS & O-RINGS	9302232843	02/27/14		02/27/14		1138.58
	39069	1	01432 2500	SNOW - MAINTENANCE & REPAIRS COVERED PRIMARY WIRE	9302227635	02/27/14		02/27/14		149.07
	39070	1	01432 2500	SNOW - MAINTENANCE & REPAIRS ADAPTERS, SWVLCRIMP FITTINGS, MALE & FEMALE FITTINGS	9302230887	02/27/14		02/27/14		882.63
	39071	1	01430 2330	VEHICLE MAINT AND REPAIR HEX CAPS, MACH SCREWS & 4 DRAWER ROLLER RACK & HSE CLAMPS	9302249326	02/27/14		02/27/14		1017.87
										2,862.65
1817				LOWES BUSINESS ACCOUNT/GECF						
	39072	1	01454 3740	EQUIPMENT MAINT. & REPAIR LUMBER FOR PARK BENCHES & SIGN ROOF	021714	02/27/14		02/27/14		154.97
	39072	2	01409 3740	TWP. BLDG. - MAINT & REPAIRS FAN, SHEATHING, PINE - MTG. ROOM FRAMES, BRUSH & MINERAL SPIRITS	021714	02/27/14		02/27/14		264.94
	39072	3	01437 2460	GENERAL EXPENSE - SHOP MAILBOX POSTS & REFLECTORS	021714	02/27/14		02/27/14		267.96
										687.87
829				MASTER'S TOUCH						
	39074	1	01409 3740	TWP. BLDG. - MAINT & REPAIRS EXTERM.SERVICE FEB.2014 TWP.&PW	47470	02/27/14		02/27/14		104.00
	39076	1	01409 3740	TWP. BLDG. - MAINT & REPAIRS EXTERM.SERVICE FEB.2014 BLACKSMITH SHOP	47471	02/27/14		02/27/14		190.00
	39077	1	01409 3840	DISTRICT COURT EXPENSES EXTERM.SERVICE FEB.2014 D.C. & POL.	47469	02/27/14		02/27/14		58.00

Report Date 02/27/14

Expenditures Register
GL-1402-41336

PAGE 7

PARP05 run by BARBARA

6 : 32 PM

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
3234	39102	1	01462 3000	TRI-STATE COALITION OF HISTORIC PLACES MEMBERSHIPS/SUBS 2014 MEMBERSHIP/INSTITUTIONAL DUES	021914	02/27/14		02/27/14		40.00
										40.00
2619	39101	1	01430 2330	TRIPLE R TRUCK PARTS VEHICLE MAINT AND REPAIR CAM TIGHT TOOL <i>Chain Tightener</i>	605008	02/27/14		02/27/14		5.88
										5.88
3235	39104	1	01452 3000	UNITED CHURCH OF CHRIST GENERAL EXPENSE	1	02/27/14		02/27/14		200.00
	39104	2	01452 3710	USE OF BUILDING FOR YOGA CLASSES ZUMBA USE OF BUILDING FOR ZUMBA CLASSES	1	02/27/14		02/27/14		100.00
										300.00
2055	39105	1	01486 3500	UNIVEST CORP INSURANCE COVERAGE -PREM. SWIF (Vol.Firefighters) BROKERS FEE	38726	02/27/14		02/27/14		1650.00
										1,650.00
910	39106	1	01432 2500	US MUNICIPAL SUPPLY INC. SNOW - MAINTENANCE & REPAIRS DISC SHOES FOR SMALL PLOW	6051925	02/27/14		02/27/14		190.08
	39107	1	01432 2500	SNOW - MAINTENANCE & REPAIRS CREDIT FOR DISC SHOES	6052413	02/27/14		02/27/14		-190.08
	39108	1	01432 2500	SNOW - MAINTENANCE & REPAIRS SHOE ASSEMBLIES - SMALL PLOW	6051924	02/27/14		02/27/14		212.48
										212.48
2273	39110	1	01409 3605	VERIZON - 0527 PW BLDG - FUEL,LIGHT,SEWER & WATER FEBRUARY 15 - MARCH 14, 2014	021514-05427	02/27/14		02/27/14		172.22
										172.22
2868	39109	1	01409 3840	VERIZON-1420 DISTRICT COURT EXPENSES FEBRUARY 16 - MARCH 15, 2014	021614-1420	02/27/14		02/27/14		73.60
										73.60

Report Date 02/27/14

Expenditures Register
GL-1402-41336

PAGE 8

PARP05 run by BARBARA

6 : 32 PM

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
3236				WATSON, JILL						
	39111	1	01432 2500	SNOW - MAINTENANCE & REPAIRS REIMBURSEMENT FOR DAMAGED MAILBOX	020714	02/27/14		02/27/14		25.00
										25.00
2749				WINTERS, RICK						
	39112	1	01432 2500	SNOW - MAINTENANCE & REPAIRS REIMBURSEMENT FOR DAMAGED MAILBOX	021414	02/27/14		02/27/14		25.00
										25.00
1507				YERKES ASSOCIATES INC						
	39114	1	01408 3131	ENGINEER. & MISC.RECHARGES JANUARY 2014	013114	02/27/14		02/27/14		3832.41
										3,832.41
3225				YOUNG, THOMAS						
	39115	1	01432 2500	SNOW - MAINTENANCE & REPAIRS REIMBURSEMENT FOR DAMAGED MAILBOX	021814	02/27/14		02/27/14		25.00
										25.00

Report Date 02/27/14

Expenditures Register
GL-1402-41336

PAGE 10

PARP05 run by BARBARA 6 : 32 PM

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
05		SEWER OPERATING								
2918		ALS ENVIRONMENTAL								
	39030	1	05422 4500	R.C. STP-CONTRACTED SERV. LAB TEST 2/4/14	40-1158134	02/27/14		02/27/14		16.20
	39031	1	05422 4500	R.C. STP-CONTRACTED SERV. LAB TESTS 1/28/14 -2/3/14 RCSTP	40-1156687	02/27/14		02/27/14		171.00
										187.20
1658		AQUA PA								
	39037	1	05422 3601	R.C. COLLEC.-UTILITIES 001533998 1087842 1/20-2/20/14 TWN	022414 TWN	02/27/14		02/27/14		57.70
	39038	1	05420 3602	C.C. COLLECTION -UTILITIES 000309826 0309826 1/20-2/20/14 TH	022414 TH	02/27/14		02/27/14		17.00
	39039	1	05420 3602	C.C. COLLECTION -UTILITIES 000363541 0357724 1/15-2/14/14 BK	021814 BK	02/27/14		02/27/14		16.00
	39040	1	05420 3602	C.C. COLLECTION -UTILITIES 000300141 0300141 1/15-2/14/14 GH	021814 GH	02/27/14		02/27/14		16.00
										106.70
151		BLOENSKI DISPOSAL CO, CHARLES								
	39046	1	05422 4502	R.C. SLUDGE-LAND CHESTER SWITCH 20 YDS WITH LINER 2/10/14	131961	02/27/14		02/27/14		181.00
										181.00
241		C.C. SOLID WASTE AUTHORITY								
	39050	2	05422 4502	R.C. SLUDGE-LAND CHESTER WEEK 2/17/14 - 2/21/14	36018	02/27/14		02/27/14		449.80
	39051	2	05422 4502	R.C. SLUDGE-LAND CHESTER WEEK 2/10/14 - 2/15/14	35960	02/27/14		02/27/14		522.60
										972.40
3043		MAIN POOL & CHEMICAL COMP. INC.								
	39073	1	05422 2440	R.C. STP- CHEMICALS 1200 GAL.ALUMINUM SULFATE SOLUTION & 220 50LB BAGS SODIUM CARBONATE	1440326	02/27/14		02/27/14		4640.00
										4,640.00
829		MASTER'S TOUCH								
	39075	1	05422 3700	R.C. STP-MAINT.& REPAIRS EXTERM.SERVICE FEB.2014 RCSTP	47472	02/27/14		02/27/14		33.00
										33.00

Report Date 02/27/14

Expenditures Register
GL-1402-41336

PAGE 11

WARP05 run by BARBARA

6 : 32 PM

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
1161				REILLY & SONS INC						
	39093	1	05420 3702	C.C. COLLEC.-MAINT. & REPR. 21.0 GALLONS DIESEL BARKLEY PS	59138	02/27/14		02/27/14		94.90
	39094	1	05420 3702	C.C. COLLEC.-MAINT. & REPR. 104.5 GALLONS DIESEL ASHERIDGE PS	59053	02/27/14		02/27/14		472.24
	39095	1	05422 3700	R.C. STP-MAINT. & REPAIRS 388.1 GALLONS DIESEL RIDLEY CREEK	59137	02/27/14		02/27/14		1753.82
	39096	1	05420 3702	C.C. COLLEC.-MAINT. & REPR. 31.5 GALLONS DIESEL ASHERIDGE PS	59481	02/27/14		02/27/14		141.72
	39097	1	05422 3700	R.C. STP-MAINT. & REPAIRS 307.3 GALLONS DIESEL - RIDLEY PS	59480	02/27/14		02/27/14		1382.54
										3,845.22

Report Date 02/27/14

Expenditures Register
GL-1402-41336

PAGE 12

PARP05 run by BARBARA

6 : 32 PM

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
06				REFUSE						
241				C.C. SOLID WASTE AUTHORITY						
	39050	1	06427 4502	LANDFILL FEES WEEK 2/17/14 - 2/21/14	36018	02/27/14		02/27/14		4959.36
	39051	1	06427 4502	LANDFILL FEES WEEK 2/10/14 - 2/15/14	35960	02/27/14		02/27/14		3654.61
										8,613.97
										131,220.32
0 Printed, totalling										131,220.32

FUND SUMMARY

Fund	Bank Account	Amount	Description
01	01	105,817.94	GENERAL FUND
03	03	6,822.89	SINKING FUND
05	05	9,965.52	SEWER OPERATING
06	06	8,613.97	REFUSE
		131,220.32	

PERIOD SUMMARY

Period	Amount
1402	131,220.32
	131,220.32

Acct. # 3062058

PLGIT: 1107.1010

DATE	DESCRIPTION	TOTAL	1404.3000	1401.3070	1430.2330	1437.2460	1487.1910	1452.3000	1407.2130	1452.3020	1432.2460
	RICK SMITH										
1/2/2014	Joey's Pizza - Frank's Farewell Lunch	110.00	110.00								
1/6/2014	PSATS - Registration for Conference	1,650.00		1,650.00							
1/12/2014	AT&T IPAD	14.99							14.99		
1/17/2014	WEAVER'S STORE - Uniforms - Codes Dept.	635.31					635.31				
1/23/2014	GIANT - WCOG Meeting Refreshments	28.03	28.03								
1/25/2014	GIANT - Planning Session Mtg.-Refreshments	81.70	81.70								
	\$2,520.03										
	MARK MILLER										
1/3/2014	PEP BOYS - Wax & Cleaners	80.42				80.42					
1/3/2014	J&R WIRELESS - Phone Cases	51.68				51.68					
1/8/2014	WEAVER'S STORE - Boots	1,133.85					1,133.85				
1/9/2014	LANCHESTER TRAILER - Sealant	13.27			13.27						
1/9/2014	LANCHESTER TRAILER - LED Surface Mount	54.63			54.63						
1/9/2014	JOEY'S PIZZA - Pizza for PW (Storm)	102.36				102.36					
1/16/2014	GALL'S INTERN'L - LED Mirrors for Plows	81.97									81.97
1/20/2014	LAGUNA TOOLS - Workbench - Chas's shop	1,955.13				1,955.13					
1/21/2014	BJ WHOLESALE - Food for PW (Storm)	158.72				158.72					
1/22/2014	GOOD'S STORE - Composite toe boots	130.94					130.94				
1/22/2014	GIANT - Food for PW (Storm)	84.03				84.03					
1/24/2014	WEAVER'S STORE - Boots	777.97					777.97				
1/27/2014	AG INDUSTRIAL - Speaker & Radio	210.17			210.17						
1/27/2014	AT&T IPAD	14.99							14.99		
	\$4,850.13										
	JASON LANG										
1/10/2014	KRAPP'S COACHES - NYC Trip deposit	100.00								100.00	
1/17/2014	B&H PHOTO-VIDEO - Digital Camera & Bag	299.84						299.84			
1/17/2014	PARK REC. & PARK SOCIETY - Annual Membership	140.00						140.00			
1/23/2014	PARK REC. & PARK SOCIETY - Annual Conference	285.00						285.00			
	\$824.84										
	GRAND TOTAL	8,195.00	219.73	1,650.00	278.07	2,432.34	2,678.07	724.84	29.98	100.00	81.97

J/E's made



8,113.03

EAST GOSHEN TOWNSHIP ACTION LIST

New additions are in bold	March 4, 2014
Item	Date
Hershey's Mill Dam	March 4, 2014
Comp Plan	March 4, 2014
Open Space Plan	March 4, 2014
Comcast Franchise Renewal	March 18, 2014
Futurist Committee	March 18, 2014
Bicentennial Committee	March 18, 2014
Workforce Development Committee	March 18, 2014
Tobacco Cessation Committee	March 18, 2014
Quarterly Report on Comp Plan Goals for ABCs	April 15, 2014
Quarterly Report Municipal Authority Projects	April 15, 2014
Quarterly Financial Reports	April 15, 2014
Quarterly Report on I&I	April 15, 2014
Quarterly Review of Right to Know Requests	April 15, 2014

**EAST GOSHEN TOWNSHIP
ACTION ITEM**

Item:	Hershey's Mill Dam					No:	1
List Date:	5/22/2007		Completed Date:				
Description:	Bring Dam into compliance with DEP requirements or dispose of dam						
Date	Action						
Note I have hidden the 2010 and 2011 comments to save space							
1/3/2012	contacted PADEP about meeting						
2/7/2012	Conference call with DEP scheduled for 2/2/12						
3/7/2012	Contract with Walsh executed on 2/7. Status report attached						
4/3/2012	Status report attached						
5/1/2012	Status report attached						
6/5/2012	Status report attached						
7/3/2012	Status report attached						
8/7/2012	Presentation to BoS. BoS agreed to send 1,000 foot letter and invite residents once rendering is done						
10/2/2012	Presentation - Ok to send plans to DEP						
11/13/2012	Plans sent to DEP						
12/4/2012	Status Report attached						
1/7/2013	Per DEP we should have comments on plans by mid January						
2/5/2013	DEP advised that we need to submit for an NPDES permit and provide them with an O&M Manual. The engineer has submitted the NPDES Application and is preparing the O&M Manual						
3/5/2013	Revised plans sent to DEP on 2/18						
5/7/2013	Comment letter received. Engineer will re-submit next week.						
6/4/2013	Verbal Report at Meeting -Engineer waiting on info from structural engineer						
7/2/2013	Verbal Report at Meeting						
8/6/2013	Revised plan sent to DEP on 7/1						
9/3/2013	Waiting on a response from DEP						
10/1/2013	Review letter received 9/23 and the engineer is making revisions						
11/12/2013	Verbal report at meeting						
12/3/2013	Revised plans sent to DEP on 11/11/13						
1/6/2014	DEP called engineer with two minor comments. Revised plans to be sent to DEP						
2/11/2014	Waiting on a response from DEP						
3/11/2014	Waiting on a response from DEP						

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

Comp Plan

No:

List Date:

2/7/2011

Completed Date:

Description:

Update Com Plan

Date	Action
2/7/2012	Consider applying for Vission Partnership Grant. At 2/7 meeting BoS requested Staff develop RFP for Consultant
3/20/2012	Working on RFP
4/17/2012	Working on RFP
5/15/2012	RFP Issued
6/19/2012	Contracted with Brandywine Conservancy on 6/5
7/17/2012	Working on grant application which is due 8/15/12
8/21/2012	VP Grant Application submitted 8/15/12
10/16/2012	CCPC recommended grant for approval
11/13/2012	Contract executed and sent to CCPC
1/15/2013	Contract executed. Memeo on task force
2/19/2013	task force created .kick off meeting set for 2/25
3/5/2013	Verbal update at meeting
5/7/2013	Public visioning session set for 6/3/13
6/4/2013	Verbal update on visioning session
7/2/2013	Board to review "sustainability" section on 7/2
8/6/2013	BoS met with John t to confirm goals
9/3/2013	Verbal update on 8/26/13 mtg
10/1/2013	Verbal Update at meeting
11/12/2013	Verbal Update at meeting
12/3/2013	CPTF intends to discuss two sections at future meeting to accelerate schedule
1/6/2014	Project is on schedule
2/11/2014	Verbal Update at meeting
3/11/2014	Verbal Update at meeting

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

Open Space Plan

No:

List Date:

6/18/2013

Completed Date:

Description:

Consider updating the Open Space Plan

Date	Action
8/6/2013	RFP Issued in July. BoS to consider proposals on 8/6. Tabled pending additional info
9/3/2013	On 9/3 agenda for action by Board
10/1/2013	Kick off Meeting on October 17, 2013
11/12/2013	Working on setting up focus groups and conducting interviews
12/3/2013	Setting up focus groups and conducting interviews
1/6/2014	Interviews are in progress
2/11/2014	Open House conducted on January 30. About 20 residents attended.
3/4/2014	Currently on schedule

Nancy Scheiderman

To: mmiller@eastgoshen.org
Subject: RE: Snow Response

From: mmiller@eastgoshen.org [mailto:mmiller@eastgoshen.org]
Sent: Saturday, February 15, 2014 3:10 AM
To: nscheiderman@eastgoshen.org
Subject: FW: Snow Response

-----Original Message-----

From: "Administration" <egtadmin@eastgoshen.org>
Sent: Friday, February 14, 2014 9:54am
To: "Mark Miller" <mmiller@eastgoshen.org>, ssmith@eastgoshen.org
Subject: FW: Snow Response

From: [mailto:]
Sent: Thursday, February 13, 2014 5:19 PM
To: egtadmin@eastgoshen.org
Subject: Snow Response

I just wanted to let you know what a great job your snow removal crew has been doing through all the storms this winter. I was working from home this morning, communicating with some of my team in other towns, and I mentioned the size of the snow plow berm at the bottom of my driveway. They could not believe my street had already been plowed, as theirs had not. I then had to tell them our plow had already been by twice!
Excellent work, and thanks for the wonderful service.

Nancy Scheiderman

From: mmiller@eastgoshen.org
Sent: Saturday, February 15, 2014 3:11 AM
To: nscheiderman@eastgoshen.org
Subject: FW: snow removal

-----Original Message-----

From: "Administration" <egtadmin@eastgoshen.org>
Sent: Friday, February 14, 2014 9:53am
To: "Mark Miller" <mmiller@eastgoshen.org>
Subject: FW: snow removal

-----Original Message-----

From: ε
Sent: Thursday, February 13, 2014 3:17 PM
To: egtadmin@eastgoshen.org
Subject: snow removal

THANK YOU FOR DOING A GOOD JOB

WEST CHESTER
Sent from my iPad

Nancy Scheiderman

From: mmiller@eastgoshen.org
Sent: Saturday, February 15, 2014 3:09 AM
To: nscheiderman@eastgoshen.org
Subject: FW: Snow Plowing
Attachments: image.jpeg; ATT00001.txt

Here's another one, we take the good and bad.

-----Original Message-----

From: "Administration" <egtadmin@eastgoshen.org>
Sent: Friday, February 14, 2014 9:54am
To: ssmith@eastgoshen.org, "Mark Miller" <mmiller@eastgoshen.org>
Subject: FW: Snow Plowing

-----Original Message-----

From: ...
Sent: ...
To: egtadmin@eastgoshen.org
Subject: Snow Plowing

As shown in the attached picture, the snow plow lopped off my mailbox this morning. While I very much appreciate how proactive the Township has been in snow removal this winter (really outstanding) I am troubled by the mailbox loss.

My neighbor told me that the Township pays some remuneration for damaged mailboxes. Is this so? My full contact information is below.

Thank you,





WESTTOWN TOWNSHIP

1039 Wilmington Pike
West Chester, PA 19382
(610) 692-1930
email: supervisors@westtown.org

P.O. Box 79
Westtown, PA 19395
FAX (610) 692-9651
www.westtownpa.org

February 19, 2014

Rick Smith
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

Re: Westtown Township Open Space, Recreation, and Environmental Resources Plan Update

In 2012, the Westtown Township Board of Supervisors initiated an update to the *Open Space, Recreation, and Environmental Resources Plan* adopted in 1993. The update was undertaken in an effort to provide for a rational basis for Westtown to provide adequate natural resource protection, parkland and recreational activities for all residents of the Township. Westtown has been working with Natural Lands Trust, Toole Recreation Planning and the Township Open Space Task Force to develop the enclosed draft plan.

Section 302 (a) of the *Pennsylvania Municipalities Planning Code* states:

In reviewing the proposed comprehensive plan, the governing body shall consider the comments of the county, contiguous municipalities and the school district, as well as the public meeting comments and the recommendations of the municipal planning agency. The comments of the county, contiguous municipalities and the local school district shall be made to the governing body within 45 days of receipt, by the governing body, and the proposed plan or amendment thereto shall not be acted upon until such comment is received. If, however, the contiguous municipalities and the local school district fail to respond within 45 days, the governing body may proceed without their comments.

As such, the Township is inviting all surrounding townships and the West Chester Area School District to offer any comments they may have on this plan update. Any comments can be forwarded to Westtown by mail, e-mail or a telephone call no later than April 7, 2014. A public hearing on adoption of the plan as an amendment to the Westtown Comprehensive Plan will then be scheduled for May 2014 by the Board of Supervisors.

If you have any questions relating to this matter, please do not hesitate to contact me directly by telephone at (610) 692-1930 ex. 205 or via e-mail at cpatriarca@westtown.org.

Sincerely yours,

Chris Patriarca, AICP
Planning Director

7 IMPLEMENTATION RECOMMENDATIONS

GOALS AND OBJECTIVES WITH DRAFT IMPLEMENTATION RECOMMENDATIONS

This Chapter presents short (within three years) and long term (three to ten years) implementation recommendations, organized by the three goals. The Open Space Task Force also identified three recommendations for immediate action by the Township. The three highest priority recommendations, recommended to begin within six months of adoption of this plan, include:

Immediate Action Steps

(to begin within six months of adoption of this plan by the Board of Supervisors)

1. Make better use of the existing Township parks by moving forward with an analysis of existing facilities at Oakbourne, Larchbourne, Pennwood, Edgewood Chase and Tyson Parks.
2. Evaluate trails, with assistance from the Parks and Recreation Committee (or a newly appointed subcommittee devoted to trails), identifying trails in need of repair, as well as priorities for new trails that connect existing parks, schools and neighborhoods.
3. Purchase land adjacent to existing parks, trails and open spaces, for the purposes of creating an interconnected open space network. Investigate options such as partial acquisition, or acquisition of trail easements, in order to keep acquisition costs low. As needed, reconvene the Open Space Task Force as a sounding board on land acquisition priorities.

Implementation Recommendations

Goal 1

Make Westtown Township “Forever Green” by preserving natural, historic and scenic places.

Objectives—A developed, suburban community, Westtown Township values the remaining natural areas and historic, agrarian landscape. The Township works to retain the remaining working farms and largest remaining undeveloped tracts, as open space. Paramount to success is establishing working relationships with the landowners of the largest remaining tracts. The local land use regulations help meet the goals of conserving open space, natural areas and water quality. Conserving open space and managing Township lands in a green and sustainable manner helps to conserve and enhance water quality in Chester and Goose Creeks and Radley Run. In addition to leading by example, the Township educates homeowners’ on land management, establishing partnerships with private and non-profit organizations to do so.

GOAL 1: FOREVER GREEN—SHORT TERM RECOMMENDATIONS (within 3 years)					
Item	Recommendation	Lead Party	Assistance	Potential partners/funding	
G1-ST1	Use the Tyson Park wetlands restoration project as an opportunity to involve neighbors in the park and to educate the public about sustainable land management.	BOS	P&R, CRC and contractor	PECO grant in-hand	
G1-ST2	Pursue the acquisition of properties that enhance the open space, trail or greenway networks.	BOS	P&R, staff	Township, Chester County	
G1-ST3	Provide “greening” of development through updated landscaping standards in the Subdivision and Land Development Ordinance that apply to all land development applications in the Township.	PC	Consultant	Chester County VPP program	
G1-ST4	Develop a 5–7 year Capital Improvement Program.	BOS	P&R, Township staff	Sports organizations, community groups	
G1-ST5	Protect natural areas from the impact of new development and improve water quality by improving the natural resource protection standards, including riparian protection, in the Zoning Ordinance.	PC	Consultant	Chester County VPP program	
G1-ST6	Set aside open space in new development, in addition to those lands that can’t be developed due to environmental constraints, by updating the Flexible development standards in the Zoning Ordinance to incorporate conservation subdivision design. Periodically review and update ordinances to meet Westtown’s needs.	PC	Consultant	Chester County VPP program	

GOAL 1: FOREVER GREEN—LONG TERM RECOMMENDATIONS (3–10 years)				
Item	Recommendation	Lead Party	Assistance	Potential partners/funding
G1-LT1	Establish a Shade Tree Commission to care for the Township’s existing trees, work with landowners on tree maintenance, and coordinate new tree plantings.	BOS	Township manager, staff & solicitor	STC would be a volunteer committee, relying on citizens as members
G1-LT2	Investigate Audubon PA Bird Town status, encouraging landowners to provide bird habitat, by using a Township site as an example of habitat restoration.	BOS	Audubon PA	To be determined, but local costs are minimal
G1-LT3	Pursue a permanently protected open space corridor from Oakbourne Park to Rustin School, through fee simple acquisition, easements and voluntary donations.	BOS, P&R	School District	Public and private partnerships

Goal 2

Foster fitness, wellness and play, with programs and facilities for Westtown Township residents.

Objectives—Westtown Township will strive to provide residents with a safe and accessible park system with opportunities for fitness, wellness and play. The Township will pursue opportunities to improve the park system by engaging residents in master plans for parks and by looking for opportunities to expand and connect the parks through selective acquisition and voluntary donation of land and easements. In meeting the active recreation needs of residents of all ages, the Township will identify gaps and determine opportunities to meet the needs for playing fields, including working with private recreation providers and the school district to enhance recreational opportunities. The Township encourages passive recreation for residents, and will strive to improve and expand pedestrian and bike trails; community gardens; and opportunities for school district partnerships that encourage active, healthy living.

GOAL 2: FOSTER FITNESS, WELLNESS AND PLAY—SHORT TERM RECOMMENDATIONS (within 3 years)					
Item	Recommendation	Lead Party	Assistance	Potential partners/funding	
G2-ST1	Use the Trust for Public Land model of successful park and recreation systems in guiding the improvement of Township parks, recreation and open space.	P&R, BOS	Township staff	Community organizations	
G2-ST2	Ensure the dedication of open space, including unconstrained lands suitable for playing fields, as the Crebilly Farm development plan proceeds.	BOS	PC	Developer and recreation providers	
G2-ST3	Appoint a Township representative to enter into discussions with the school district regarding playing field construction on the parcel adjacent to Rustin School.	BOS	PC, P&R, solicitor	No cost	
G2-ST4	Complete master plans for Tyson, Larchbourne and Pennwood Parks, (the Township pocket parks). Include comprehensive inventories of environmental features, and an evaluation of the park context and potential connections to surrounding neighborhoods and public lands.	P&R	BOS, Township staff, consultant	DCNR grant to match Township funds	
G2-ST5	Complete a master plan for Oakbourne Park, which considers its role as a community park, and as an historic site.	P&R	BOS, HC, Friends of Oakbourne, Twp staff, consultant	DCNR grant to match Township funds	
G2-ST6	Complete a maintenance and management plan for the Oakbourne Mansion, Tower and Estate area. Ensure all agreements for public use of facilities by community organizations comply with standard operating procedures.	P&R	Consultants, BOS, Friends of Oakbourne, Twp staff, HC	PHMC/Keystone grant to match Township funds	
G2-ST7	Establish an umbrella sports organization in which the leagues work collaboratively on township wide sports issues while operating leagues independently.	P&R, sports organization volunteers	Township staff	Volunteer and staff time	
G2-ST8	Develop a program management plan in which the Parks & Recreation Commission adopts the role of facilitator of recreation programs provided by others, promoter of opportunities and the “go-to” organization for information about parks & recreation, and the direct provider of a few seasonal events. Focus on promoting self directed outdoor recreational opportunities.	P&R	Township manager and dedicated staff person	Volunteer and staff time	

GOAL 2: FOSTER FITNESS, WELLNESS AND PLAY—SHORT TERM RECOMMENDATIONS (within 3 years)					
Item	Recommendation	Lead Party	Assistance	Potential partners/funding	
G2-ST9	Formalize the roles and responsibilities of Westtown Township staff in parks and recreation. Designate a single point of contact for information and input parks and recreation.	Township manager	Dedicated staff person	Staff time	
G2-ST10	Develop a public awareness program about community recreation opportunities.	P&R	Parks & Recreation Commission with support from Township manager and dedicated staff person	Volunteer and staff time	
G2-ST11	Adopt a policy that Westtown Township will serve in the role of facilitator of recreation opportunities through facilities, information, and promotion of activities and services. Organized scheduled programs would be limited to a few signature events and activities that recur annually to build consist high quality community events under the auspices of the Parks & Recreation Commission.	P&R Commission	P&R Commission	Volunteer and staff time	
G2-ST12	Develop policies and operational guides for the use of township parks and recreation facilities.	P&R Commission in development with Township Supervisors reviewing and adopting agreed upon policies and guides.	Township Manager; input from community organizations and related recreation providers such as sports leagues.	Volunteer and staff time	

GOAL 2: FOSTER FITNESS, WELLNESS AND PLAY—LONG TERM RECOMMENDATIONS (3–10 years)				
Item	Recommendation	Lead Party	Assistance	Potential partners/funding
G2-LT1	Plan, design, build and install a township-wide parks and recreation signage systems.	P&R	Township manager or township staff assistance	Design the system as a whole then build and install the signage over time as park improvements are undertaken. Cost to be determined.
G2-LT2	Develop a township bicycle and pedestrian mobility plan, trail feasibility study and trail maintenance plan.	Trail Advisory Committee to be appointed by BOS	Township manager and designated staff person	DCNR or foundation grant
G2-LT3	Implement trails recommended in park master plans and within this plan.	P&R	Public Works	DCNR, Chester County
G2-LT4	Identify parcels for easement acquisition or fee simple purchase necessary to implement township wide trails plan.	BOS, PC & P&R	Attorney and consultant	Land Trust, DCNR, Chester County private contributions
G2-LT5	Hire a part-time parks and recreation coordinator.	BOS, P&R	Township manager	\$20,000–\$30,000. Township funding. Programs would generate revenue to offset salary costs.
G2-LT6	Develop policies on fees and charges.	BOS	Use examples of policies from other parks and recreation organizations; assistance of township staff person	Volunteer time and potentially staff time
G2-LT7	Develop a formal volunteer program.	P&S	Township staff	Represents a cost savings

Goal 3

Westtown Township implements this open space plan update, “making it happen” by allocating financial and human resources that support the plan.

Objectives—In determining how to provide the financial and human resources to carry out this open space plan, the Township balances fiscal responsibility with community needs. The Township will investigate staffing necessary to provide residents with parks and recreation, using Township employees and interns from local universities, as well as user fees as a means of providing services. In order to leverage scarce Township funds, Westtown Township will look for opportunities to outsource and collaborate with other providers for fitness, wellness and play. Schools remain a critical partner for collaboration for both shared facilities and programs. The Township hopes to continue leasing land to farmers as it both keeps land in agriculture and produces revenue for the Township, a “win-win” situation. Our residents are our greatest resource and their involvement in planning for their local parks, and in volunteering at community events, will be invaluable to the success of this plan and quality of the community.

GOAL 3: MAKING IT HAPPEN—SHORT TERM RECOMMENDATIONS (within 3 years)				
Item	Recommendation	Lead Party	Assistance	Potential partners/funding
G3-ST1	Establish a strategic plan for the Parks & Recreation Committee.	P&R	Consultant	Consider obtaining a RectAP grant of \$2,500 to undertake this project. Add township funding of about another \$2,500.
G3-ST2	Develop a holistic park planning strategy that involves the public, professional park planning services, the establishment of priorities and a 5-7 year Capital Improvement Program.	P&R	Consultant	Westtown Township, Chester County, DCNR
G3-ST3	Contact local universities for interns to assist with Parks and Recreation projects.	BOS	Township manager	Township
G3-ST4	Continue to lease farmland, encouraging working farms and generating Township revenue.	BOS	Township staff/solicitor	Revenue generating
G3-ST5	Using the names gathered in the on-line public comment form, as part of this plan, recruit volunteers to invigorate the Friends of Oakbourne and populate other Township committees.	P&R	BOS, HC, Township staff	Cost savings
G3-ST6	Establish a subcommittee of the Park & Recreation Commission to assist the Township with landowner outreach and other open space related issues.	BOS	Township manager, solicitor, consultant (limited role)	The subcommittee would be made up of members of the P&R Commission.
G3-ST7	Conduct an exit survey at the November 2014 (or other appropriate) election polls, or via a “super voter” mailing, determining local support for an open space referendum that would fund open space acquisition.	BOS	Volunteers	No cost beyond printing of questionnaire
G3-ST8	Update the Township mandatory dedication/fee in lieu requirements in the Subdivision & Land Development Ordinance, in order to collect appropriate impact fees as residential and non-residential development occurs.	PC	Consultant and Township solicitor	Chester County VPP grant, or Township
G3-ST9	Budget for and commence a phased implementation of the recommendations in the Tyson, Larchbourne, Pennwood and Oakbourne Park master plans.	BOS	P&R, OFG, HC, Township staff	DCNR

GOAL 3: MAKING IT HAPPEN—SHORT TERM RECOMMENDATIONS (within 3 years)				
Item	Recommendation	Lead Party	Assistance	Potential partners/funding
G3-ST10	Make the case for parks and recreation by promoting the benefits and value of Westtown Township's park and recreation system.	P&R	Township staff	Public and private organizations
G3-ST11	Phase in public and private support of the parks and recreation system. Work on increasing the township's investment in parks and recreation over the next ten years as facilities are developed or improved. Strive to reach three to five percent of the operating budget or \$27 per capita. Strive to recover about 50 percent of the budget through fees, charges, rentals, sales donations, bequests, etc.	BOS	Township staff, P&R	To be determined
G3-ST12	Formulate a planned maintenance management system, including a natural resources management plan. Develop a workload cost tracking system for parks and recreation.	Public Works and Twp mgr	Maintenance staff and P&R. Outside support from consulting park maintenance management expert.	Consider seeking a DCNR or DCED grant to develop the planned maintenance system ranging from a \$10,000 grant or a peer study up to \$25,000–\$35,000 50/50 technical assistance grant.

GOAL 3: MAKING IT HAPPEN—LONG TERM RECOMMENDATIONS (3–10 years)				
Item	Recommendation	Lead Party	Assistance	Potential partners/funding
G3-LT1	Consider a multi-municipal parks and recreation consortium.	BOS	Elected and appointed officials in surrounding townships	Peer Study Grant of \$10,000 from DCNR to be matched by \$1,000 split among municipal partners.
G3-LT2	Consider an open space referendum in order to leverage count and state funding opportunities.	BOS	Township solicitor	To be determined.
G3-LT3	Consider creation of a land disposition policy, clearly stating the terms under which the Township may divest itself of property.	BOS	Township solicitor	To be determined.

BOS – Board of Supervisors
 PC – Planning Commission
 P&R – Parks and Recreation Commission
 HC – Historical Commission
 CRC – Chester Ridley Crum Watershed Association
 OFG – Oakbourne Friends Group