

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
FEBRUARY 16, 2016 – 7:00 pm
FINAL APPROVED MINUTES**

The Board met in Executive Session at 6:00 p.m. to discuss a Personnel Matter (ABC Interviews)

Present: Chairman Senya D. Isayeff, Vice-Chairman Marty Shane, and Supervisors Janet Emanuel, Chuck Proctor, Township Manager Rick Smith, Township CFO Jon Altshul, ABC Member Erich Meyer (Conservancy Board), Jason Lang (Director, Park and Recreation).

Call to order & Pledge of Allegiance:

Senya called the meeting to order at 7:05 pm and asked Jason Lang to lead the assembly in the Pledge of Allegiance.

Moment of Silence:

Marty called for a moment of silence to honor the members of the military who keep us safe both locally and abroad, and to honor those who have given the ultimate of their lives in defense of our nation.

Recording of Meeting: *Leo Sinclair, 217 North Lochwood Lane*, was present and recording the meeting.

Chairman's Report:

- a. Senya announced that the Board met in Executive Session prior to the meeting to discuss a personnel matter.
- b. Senya announced that Carmen was not present at the meeting due to a scheduled surgery.

WEGO: Chief Bernot presented this report with the following points of interest:

- a. Chief Bernot commended the Police force for extraordinary acts in the line of duty during the recent blizzard.
 - a. Attending to and providing life support to a 77 year old resident in cardiac arrest.
 - b. Responding to a call from Michigan about an elderly family member and East Goshen resident who could not be reached for three days due to power outages. When the Police arrived to rescue the elderly resident, the temperature inside the house was 50 degrees. The Police assisted in restoring power and heat to the home.
 - c. Police transport of nurses and doctors to local hospitals.
- b. The WEGO Police Department is in the final stages of its accreditation process, which should be concluded by March 12, 2016.
- c. Currently there are six traffic complaints.

Marty and Senya told the Chief that she should begin to the process of hiring both part-time and full-time officers, as was agreed to in the 2016 budget immediately, and both expressed concern that time was lost in not beginning this process earlier in the year.

Leo Sinclair, 217 North Lochwood Lane, asked if there would be documentation of this hiring process. Both Senya and Rick indicated that this would be noted in the meeting minutes.

New Business:

a. **Consider Park and Recreation Payment Portal:** Jon discussed the need for a better on-line registration system for Park and Recreation classes, activities and excursions. The system provided through AMA would meet the needs and offer the lowest cost and provide seamless integration with the Township's financial software. Jon also commented that if the system is successful, the Township may want to consider expanding the portal for use with sewer and refuse payments in the future. Erich Meyer stated that he was opposed to an additional fee charge with Sewer and Refuse payments. Marty motioned to contract with AMS for a Park and Recreation payment portal and that the Township increase all participant recreation program and pavilion rental fees by \$5 to offset the cost of the portal and the associated credit card surcharge fee. Janet seconded. The Board voted unanimously in favor of the motion.

b. **Consider Community Day Proposals:** Jason discussed the Community Day activities for 2016 and the quotes received for fireworks, inflatables and carnival games. The quotes were:

Fireworks:

International Fireworks	\$ 9,000
D & M Fireworks	\$ 9,000
Andrew Grant	\$10,000

Inflatables & Carnival Games:

One Stop Party Shop	\$ 3,811.50
Bette's Bounces	\$4,204.25

Marty motioned to approve International Fireworks and One Stop Party Shop for services for the 2016 Community Day. Chuck seconded. The Board voted unanimously in favor of the motion.

c. **Consider Chesco Municipal Grant Application for the Paoli Pike Trail:** Jason discussed the Chesco Municipal Grant Program as a possible funding source for the Paoli Pike Trail, Segments F-G. Jon commented that there is an article in the Township Spring Newsletter about the progress, benefits and activities surrounding the Paoli Pike Trail. Jason added that this information could also be broadcast to residents through the Township's social media efforts. Senya added that this information should also be added to the Township website. Marty motioned to apply for the Chesco Municipal Grant in the amount of \$172,000 and approve a funding match of \$172,000. Janet seconded. The Board voted unanimously in favor of the motion.

Malvern Fire Company Report: Rick reported on the February 8, 2016 fire that occurred at the Giant Food Store.

Financial Report ~ February 9, 2016 Report: Jon presented the January 2016 Financial Report. The General fund had revenues of \$217,722 and expenses of \$1,029,546 for a year to

date deficit of \$811,824, which is normal for this time of the year. He expects that the deficit will disappear within the next few weeks as real estate taxes and 4th quarter EIT receipts are received.

Old Business:

- a. **Consider HVAC System Control Proposal:** Rick discussed the service contract by SassMoore Service Corporation and computer system (StruxureWare) for the Township HVAC system and was advised by Carmen that the pricing for this service is in line with industry standards. Chuck motioned to accept the service contract proposal from SassMoore. Janet seconded. The Board voted unanimously in favor of the motion.
- b. **Review Cornwallis Drive Second Access Information:** Rick presented the three options of creating a second access for Cornwallis Drive. The Board discussed the pros and cons of each option. Marty thought the Hershey Mill option presented the least amount of complications. Janet thought the Hershey Mill option would require some kind of gate apparatus. Senya recommended that Rick talk to the Hershey Mill representatives and Ed McFalls about this access issue. Rick agreed that he would do so.
- c. **Consider Review Solid Waste Questions:** Rick presented his findings in response to the Board's questions regarding the adopted Ordinance of January 4, 2016. Senya concluded that the current Ordinance is appropriate and no other action is needed.

New Business (Continued):

- d. **Consider Stormwater Agreements:** Marty motioned that the Board authorize the execution of the following storm water management operation and maintenance agreements:

628 Beaumont Circle
947 Cornwallis Drive
957 Cornwallis Drive
930 North Chester Road
942 Cornwallis Drive

Janet seconded. The Board voted unanimously in favor of the motion.

- e. **Consider Yardley Village Escrow Release:** Marty motioned to approve the replacement of K Hovnanian's surety bond with a cash bond for its work at Yardley Village in Hershey's Mill. The check in the amount of \$1,360 shall be deposited into the Township escrow account and these monies will be retained until such time as the grass in the disturbed areas on the basin is in the condition that existed before the contractor undertook the repair work. Janet seconded. The Board voted unanimously in favor of the motion.

Any Other Matter:

- a. Marty commented that a decision is needed with regard to Hershey Mill Dam-whether to fix, breach or reduce its size. He motioned to direct the Township Manager to get updated estimates for the cost of each option. Chuck seconded. The Board voted unanimously in favor of the motion. Rick commented that this directive should take approximately a month to complete.

- b. Senya made a motion to appoint Barbara Jacobs to the Park and Recreation Commission. Marty motioned for this appointment. Janet seconded. The Board voted unanimously in favor of the motion.

Approval of Minutes: The Board reviewed and corrected the minutes from the February 2, 2016 meeting. Marty motioned to approve. Chuck seconded. The Board voted unanimously in favor of the motion.

Treasurer's Report:

See attached Treasurer's Report for February 11, 2016. The Board reviewed the Treasurer's Report and the current invoices. Marty moved to graciously accept the Treasurer's Report and the Expenditure Register Report as recommended by the Treasurer, to accept the receipts and to authorize payment of the invoices just reviewed. Janet seconded. The Board voted unanimously to approve the motion.

Correspondence, Reports of Interest: The Board acknowledged receipt of the following:

- The January 27, 2016 letter from PA DCNR concerning a stream restoration grant.
- The January 28, 2016 letter from Toth Brothers concerning the Hershey's Mill Dam #2.

Adjournment:

There being no further business, Marty motioned to adjourn the meeting at 8:15 pm. Janet seconded. The Board voted unanimously to adjourn.

Respectfully submitted,
Christina Rossetti Hartnett
Recording Secretary

Attachment: *Treasurer's Report for February 11, 2016*

February 11, 2016

TREASURER'S REPORT
2016 RECEIPTS AND BILLS

GENERAL FUND

Real Estate Tax	\$219,900.85	Accounts Payable	\$407,115.42
Earned Income Tax	\$552,120.72	Electronic Pmts:	
Local Service Tax	\$60,226.37	Credit Card	\$0.00
Transfer Tax	\$0.00	Postage	\$0.00
<i>General Fund Interest Earned</i>	\$2,906.67	Debt Service	\$13,162.13
Total Other Revenue	\$110,356.10	Payroll	\$94,410.46
Total Receipts:	\$945,510.71	Total Expenditures:	\$514,688.01

STATE LIQUID FUELS FUND

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

SINKING FUND

Receipts	\$0.00		
<i>Interest Earned</i>	\$417.10		
Total Sinking Fund:	\$417.10	Total Expenditures:	\$1,125.00

TRANSPORTATION FUND

Receipts	\$792.50		
<i>Interest Earned</i>	\$200.51		
Total Sinking Fund:	\$993.01	Expenditures:	\$0.00

SEWER OPERATING FUND

Receipts	\$233,493.34	Accounts Payable	\$26,004.16
<i>Interest Earned</i>	\$54.52	Debt Service	\$31,892.43
Total Sewer:	\$233,547.86	Credit Card	\$0.00
		Total Expenditures:	\$57,896.59

REFUSE FUND

Receipts	\$66,603.74		
<i>Interest Earned</i>	\$76.73		
Total Refuse:	\$66,680.47	Expenditures:	\$63,585.72

SEWER SINKING FUND

Receipts	\$0.00		
<i>Interest Earned</i>	\$250.24		
Total Sewer Sinking Fund:	\$250.24	Expenditures:	\$0.00

OPERATING RESERVE FUND

Receipts	\$0.00		
<i>Interest Earned</i>	\$266.86		
Total Operating Reserve Fund:	\$266.86	Expenditures:	\$0.00

Events Fund

Receipts	\$0.00		
<i>Interest Earned</i>	\$1.03		
Total Events Fund:	\$1.03	Expenditures:	\$0.00