

AGENDA
EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS

Tuesday, April 12, 2016
7:00 PM

Executive Session @ 6:00 PM Personnel Matter (ABC Interviews)

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence – Supervisor Carmen Battavio
4. Ask if anyone is recording the meeting
5. Chairman’s Report
 - a. Announce that the Board met in Executive Session prior to tonight’s meeting to conduct ABC Interviews.
6. Public Hearing – none
7. Emergency Services Reports
 - WEGO – Chief Brenda Bernot
 - Goshen Fire Co. - none
 - Malvern Fire Co – none
 - Fire Marshal –none
8. Financial Report
 - a. 1st Quarter 2016
9. Old Business –none
10. New Business
 - a. Determine Board’s position on the variance request for a shed at Saints Peter and Paul, 1325 Boot Road
 - b. Consider Planning Commission recommendation to amend zoning requirements for swimming pools in Single Family Open Space Developments.
 - c. Consider resolution authorizing Jon Altshul to execute all required forms and documents required to apply for federal assistance for the January 22-24, 2016 snow event.
 - d. Solicit public comment on the Township’s MS4 Plan.
 - c. Consider proposal for testing the sediment at the Milltown Dam.

- d. Acknowledge proposal to update the Emergency Action Plan for the Milltown Dam.
- e. Authorize Chairman to execute a Stormwater Agreement for 947 Cornwallis Drive.
- f. Consider resolution honoring Rick Smith.
- e. Consider expansion of Futurist Committee.

11. Any Other Matter

12. Approval of Minutes

- a. April 5, 2016

13. Treasurer’s Report

- a. April 7, 2016

14. Correspondence, Reports of Interest

- a. 1st Quarter Right To Know Report

15. Public Comment – Hearing of Residents

16. 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.

Dates of Importance

Apr 12, 2016	Board of Supervisors	7:00 pm
Apr 13, 2016	Conservancy Board	7:00 pm
Apr 14, 2016	Historical Commission	7:00 pm
Apr 19, 2016	PSATS (No BOS meeting)	
Apr 18, 2016	Futurist Committee	7:00 pm
May 03, 2016	Board of Supervisors	7:00 pm

Newsletter Deadline for Summer of 2016: May 2, 2016

Memo

To: Board of Supervisors
From: Jon Altshul
Re: March 2016 Financial Report
Date: April 7, 2016

Net of pass-through accounts, as of March 31st, the general fund had revenues of \$3,588,652 and expenses of \$2,697,981 for a year-to-date surplus of \$890,670. Compared to the YTD budget, revenues were \$107,184 over budget and expenses were \$246,256 under budget for a positive budget variance of \$353,440. As of March 31st, the general fund balance was \$5,706,306.

On the expense side, Parks and Recreation was \$45,580 over-budget due to invoices paid to Gannett Flemming for the Milltown Dam study. The Milltown Dam line item will be over-budget for the remainder of the year, in part because I expected the Township to incur a larger portion of the expenses in late 2015.

All other operating departments were under budget. Note that the Emergency Services budget was artificially under budget by an additional \$80,619 due to postponing the annual contribution to the Police's Other Post Employment Benefit trust until that fund is transferred from Charles Schwab to TD Ameritrade, which was completed last week.

On the revenue side, Earned Income Tax is now \$24,626 under budget. Real Estate Property Tax is \$33,536 over budget due to strong receipts during the discount period. Real Estate Transfer Tax is \$27,107 under budget, but that should change as the spring housing market heats up.

Other funds

- The **State Liquid Fuels Fund** had \$503,484 in revenues (due to the receipt of state liquid fuel funds in early March) and \$0 expenses. The fund balance is \$503,684.
- The **Sinking Fund** had \$1,403 in revenues and \$35,771 in expenses. The fund balance is \$6,233,093.
- The **Transportation Fund** had \$1,791 in revenues and \$0 in expenses. The fund balance is \$1,063,003.
- The **Sewer Operating Fund** had \$816,814 in revenues and \$743,583 in expenses. The fund balance is \$702,268.
- The **Refuse Fund** had \$271,331 in revenues and \$250,116 in expenses. The fund balance is \$676,899.
- The **Sewer Sinking Fund** had \$766 in revenues and \$5,000 in expenses. The fund balance is \$2,099,091.
- The **Operating Reserve Fund** had \$784 in revenues and no expenses. The fund balance is \$2,483,319.
- The **Events Fund** had \$3 in revenues and no expenses. The fund balance is \$45,018.

Accounts Receivable

I am very pleased to report that utilities accounts receivable fell by 12.6% between December 31, 2015 and March 31, 2016 from \$256,486 to \$224,191. Moreover, receivables have fallen 27.9% since September 30, 2014 when they were \$310,922. This is a very positive trend and reflects on a

strengthening economy, the policy changes that the Board has adopted over the past two years, and, last but certainly not least, the hard work of both Tia and Sue Goughary from Buckley Brion.

EAST GOSHEN TOWNSHIP
MARCH 2016 GENERAL FUND SUMMARY
March 31, 2016

Account Title	Annual Budget	Y-T-D Budget	Y-T-D Actual	Budget-Actual Variance
GENERAL FUND				
EMERGENCY SERVICES EXPENSES	4,345,656	1,631,152	1,356,833	(274,319)
PUBLIC WORKS EXPENSES	2,634,879	586,354	573,943	(12,411)
ADMINISTRATION EXPENSES	1,646,376	457,670	446,332	(11,338)
ZONING/PERMITS/CODES EXPENSES	538,192	133,040	137,352	4,312
PARK AND RECREATION EXPENSES	531,450	97,848	145,345	47,497
TOTAL CORE FUNCTION EXPENSES	9,696,553	2,906,064	2,659,805	(246,259)
EMERGENCY SERVICES REVENUES	67,595	8,037	6,361	(1,676)
PUBLIC WORKS REVENUES	974,509	106,286	166,820	60,534
ADMINISTRATION REVENUES	325,020	54,258	65,364	11,106
ZONING/PERMITS/CODES REVENUES	242,150	36,643	78,709	42,066
PARK AND RECREATION REVENUES	152,878	22,450	24,367	1,917
TOTAL CORE FUNCTION REVENUES	1,762,152	227,674	341,621	113,947
NET EMERGENCY SERVICES EXPENSES	4,278,061	1,623,115	1,350,472	(272,643)
NET PUBLIC WORKS EXPENSES	1,660,370	480,068	407,124	(72,944)
NET ADMINISTRATION EXPENSES	1,321,356	403,412	380,968	(22,444)
NET ZONING/PERMITS/CODES EXPENSES	296,042	96,397	58,643	(37,754)
NET PARK AND RECREATION EXPENSES	378,572	75,398	120,978	45,580
CORE FUNCTION NET SUBTOTAL	7,934,401	2,678,390	2,318,184	(360,206)
DEBT - PRINCIPAL	498,001	0	0	0
DEBT - INTEREST	150,270	38,173	38,176	3
TOTAL DEBT	648,271	38,173	38,176	3
TOTAL CORE FUNCTION NET	8,582,672	2,716,563	2,356,360	(360,203)
NON-CORE FUNCTION REVENUE				
EARNED INCOME TAX	4,921,500	1,143,313	1,118,687	(24,626)
REAL ESTATE PROPERTY TAX	1,997,165	1,776,072	1,809,608	33,536
REAL ESTATE TRANSFER TAX	525,000	131,250	104,143	(27,107)
CABLE TV FRANCHISE TAX	467,747	116,936	117,266	330
LOCAL SERVICES TAX	320,000	80,629	90,727	10,098
OTHER INCOME	28,076	5,593	6,599	1,006
TOTAL NON CORE FUNCTION REVENUE	8,259,488	3,253,793	3,247,030	(6,763)
NET RESULT	(323,184)	537,230	890,670	353,440

SUMMARY OF FUNDS REPORT (AKA "JOE REPORT")
 ALL FUNDS MARCH 2016
 * NOTE: GENERAL FUND INCLUDES PASS-THROUGH ACCOUNTS

	GENERAL FUND*	LIQUID FUELS STATE FUND	SINKING FUND	TRANSPORT. FUND	SEWER OP. FUND	REFUSE FUND	SEWER SINK FUND	OPERATING RESERVE	EVENTS FUND	TOWNSHIP FUNDS	MUNICIPAL AUTHORITY
01/01/16 BEGINNING BALANCE	\$4,803,331	\$200	6,267,461	1,061,213	629,037	655,683	\$2,103,325	\$2,482,535	\$45,015	\$18,045,508	\$1,461,276
RECEIPTS											
310 TAXES	\$3,245,508	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,245,508	\$0
320 LICENSES & PERMITS	\$52,278	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$52,278	\$0
330 FINES & FORFEITS	\$6,361	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,361	\$0
340 INTERESTS & RENTS	\$32,702	\$37	\$1,403	\$602	\$165	\$243	\$766	\$784	\$3	\$36,705	\$325
350 INTERGOVERNMENTAL	\$0	\$503,447	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$503,447	\$0
360 CHARGES FOR SERVICES	\$127,469	\$0	\$0	\$0	\$816,649	\$0	\$0	\$0	\$0	\$1,215,206	\$12,998
380 MISCELLANEOUS REVENUES	\$322,426	\$0	\$0	\$1,189	\$0	\$271,088	\$0	\$0	\$0	\$323,615	\$423
390 OTHER FINANCING SOURCES	\$113,437	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$113,437	\$25,000
	<u>\$3,900,181</u>	<u>\$503,484</u>	<u>\$1,403</u>	<u>\$1,791</u>	<u>\$816,814</u>	<u>\$271,331</u>	<u>\$766</u>	<u>\$784</u>	<u>\$3</u>	<u>\$5,496,557</u>	<u>\$38,746</u>
EXPENDITURES											
400 GENERAL GOVERNMENT	\$325,296	\$0	\$9,381	\$0	\$0	\$0	\$5,000	\$0	\$0	\$339,677	\$0
410 PUBLIC SAFETY	\$1,760,728	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,760,728	\$0
420 HEALTH & WELFARE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
426 SANITATION & REFUSE	\$29,795	\$0	\$0	\$0	\$622,906	\$250,116	\$0	\$0	\$0	\$902,817	\$50,842
430 HIGHWAYS,ROADS & STREETS	\$497,515	\$0	\$16,788	\$0	\$0	\$0	\$0	\$0	\$0	\$514,303	\$0
450 CULTURE-RECREATION	\$135,770	\$0	\$9,602	\$0	\$0	\$0	\$0	\$0	\$0	\$145,371	\$0
460 CONSERVATION & DEVELOPMENT	\$518	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$518	\$0
470 DEBT SERVICE	\$39,486	\$0	\$0	\$0	\$95,677	\$0	\$0	\$0	\$0	\$135,164	\$0
480 MISCELLANEOUS EXPENDITURES	\$220,402	\$0	\$0	\$0	\$25,000	\$0	\$0	\$0	\$0	\$220,402	\$0
490 OTHER FINANCING USES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000	\$0
	<u>\$3,009,511</u>	<u>\$0</u>	<u>\$35,771</u>	<u>\$0</u>	<u>\$743,583</u>	<u>\$250,116</u>	<u>\$5,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$4,043,980</u>	<u>\$50,842</u>
2016 SURPLUS/(DEFICIT)*	\$890,670	\$503,484	(\$34,368)	\$1,791	\$73,231	\$21,215	(\$4,234)	\$784	\$3	\$1,452,576	(\$12,096)
CLEARING ACCOUNT ADJUSTMENTS	\$12,305										
3/31/2016 ENDING BALANCE	<u>\$5,706,306</u>	<u>\$503,684</u>	<u>\$6,233,093</u>	<u>\$1,063,003</u>	<u>\$702,268</u>	<u>\$676,899</u>	<u>\$2,099,091</u>	<u>\$2,483,319</u>	<u>\$45,018</u>	<u>\$19,512,680</u>	<u>\$1,449,180</u>

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

April 8, 2016

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

Re: 1325 Boot Rd. / 53-3-12 / SS Peter and Paul Church
Dimensional Variance Request

Dear Board Members:

At their meeting on April 6, 2016 the planning commission voted in favor of the following motion:

I move that the Planning Commission recommend that the Board of Supervisors take No Position on the dimensional variance request application of Saints Peter and Paul Church for the proposed placement of an accessory building within the rear yard setback area of the lot. Should the Board choose to support the application we recommend the following conditions be imposed to mitigate potential impacts;

1. The shed shall be placed at least 20 feet or more from the rear property line.
2. Evergreen landscaping shall be installed to create a visual screen of all sheds from the adjoining properties.
3. No exterior lighting shall be installed on the shed.
4. No plumbing shall be installed in the shed.
5. There shall be no concessions sold from the shed.
6. The applicant shall demonstrate that they meet the total impervious coverage area requirement of the zoning ordinance.

Sincerely,



Mark A. Gordon
Township Zoning Officer

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: 4/8/2016
To: Board of Supervisors
From: Mark Gordon, Township Zoning Officer *mb*
Re: 1325 Boot Rd. / SSPP Church / Dimensional Variance Request

Dear Board Members,

The Township has received a ZHB application for a dimensional variance for the Saints Peter and Paul Church. The Church is requesting relief from the rear yard setback for a shed to support the Catholic Youth Organization. The Church is located in the R-2 Zoning District. The proposed shed is 12'x24' (288 s.f.) and is proposed to have a setback from the rear property line of 20 feet.

The zoning ordinance allows for two sheds (up to a total of 240 square feet in area) to be situated within the side and or rear yard areas. The Church currently has 2 sheds within the rear yard setback. The church is requesting to place a third shed (288 s.f.) within the rear yard setback.

The Church and School have a rear yard setback of 75 feet and 65 feet respectively. The Township position is that the shed must meet the 65' setback because the shed is larger than 240 s.f. and considered an Accessory Building. Also, the property already has two sheds within the rear yard setback area. In addition to the application materials I have provided a copy of the Zoning table and a snapshot from the approved plan of the area in question; as well as an aerial plot showing the existing sheds for your review. **The Impervious area noted on the zoning table from the 2000 LD plan shows the impervious area to be 34.54%, the limit is 35%.**

Staff Recommendation:

The placement of the proposed shed does not appear to significantly impact the surrounding uses nor should its addition to the property intensify the Church, School or Athletic uses that are currently occurring on the property.

It is the opinion of the staff that an additional shed for the storage of athletic equipment is incidental to the uses on the property and will not significantly change the character of the Church and School uses or the surrounding residential properties. Screening of the shed(s) could be helpful to lessen any visual impacts.

Draft Motion to Take “No Position”

I move that the Board of Supervisors take No Position on the dimensional variance request of Saints Peter and Paul Church for the proposed 12' X 24' shed to be placed in the rear yard setback area as depicted in the application.

Should the Zoning Hearing Board grant the variance request the Board of Supervisors suggest the following conditions to mitigate the impacts of the shed:

1. The shed shall be placed at least 20 feet or more from the rear property line.
2. Evergreen landscaping shall be installed to create a visual screen of all sheds from the adjoining properties.
3. No exterior lighting shall be installed on the shed.
4. No plumbing shall be installed in the shed.
5. There shall be no concessions sold from the shed.
6. The applicant shall demonstrate that they meet the total impervious coverage area requirement of the zoning ordinance.

Draft Motion to “Support”

I move that the Board of Supervisors support the dimensional variance request of Saints Peter and Paul Church for the proposed 12' X 24' shed to be placed in the rear yard setback area as depicted in the application because the proposed storage shed for athletic equipment purely is incidental to the uses on the property and will not significantly change the character of the Church and School uses or the surrounding residential properties. Should the Zoning Hearing Board grant the variance request the Board of Supervisors suggests the following conditions to mitigate the impacts of the new structure:

1. The shed shall be placed at least 20 feet or more from the rear property line.
2. Evergreen landscaping shall be installed to create a visual screen of all sheds from the adjoining properties.
3. No exterior lighting shall be installed on the shed.
4. No plumbing shall be installed in the shed.
5. There shall be no concessions sold from the shed.
6. The applicant shall demonstrate that they meet the total impervious coverage area requirement of the zoning ordinance.

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

April 8, 2016

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

Re: 1325 Boot Rd. / 53-3-12 / SS Peter and Paul Church
Dimensional Variance Request

Dear Board Members:

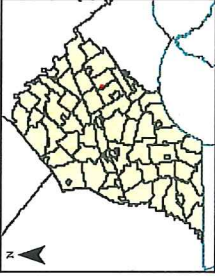
I move that the Planning Commission recommend that the Board of Supervisors of take No Position on the dimensional variance request application of Saints Peter and Paul Church for the proposed shed. Should the Board choose to support the application we recommend the following conditions:

1. The shed shall be placed at least 20 feet or more from the rear property line.
2. Evergreen landscaping shall be installed to create a visual screen of all sheds from the adjoining properties.
3. No exterior lighting shall be installed on the shed.
4. No plumbing shall be installed in the shed.
5. There shall be no concessions sold from the shed.
6. The applicant shall demonstrate that they meet the total impervious coverage area requirement of the zoning ordinance.

Sincerely,

Mark A. Gordon
Township Zoning Officer

COUNTY OF CHESTER
PENNSYLVANIA

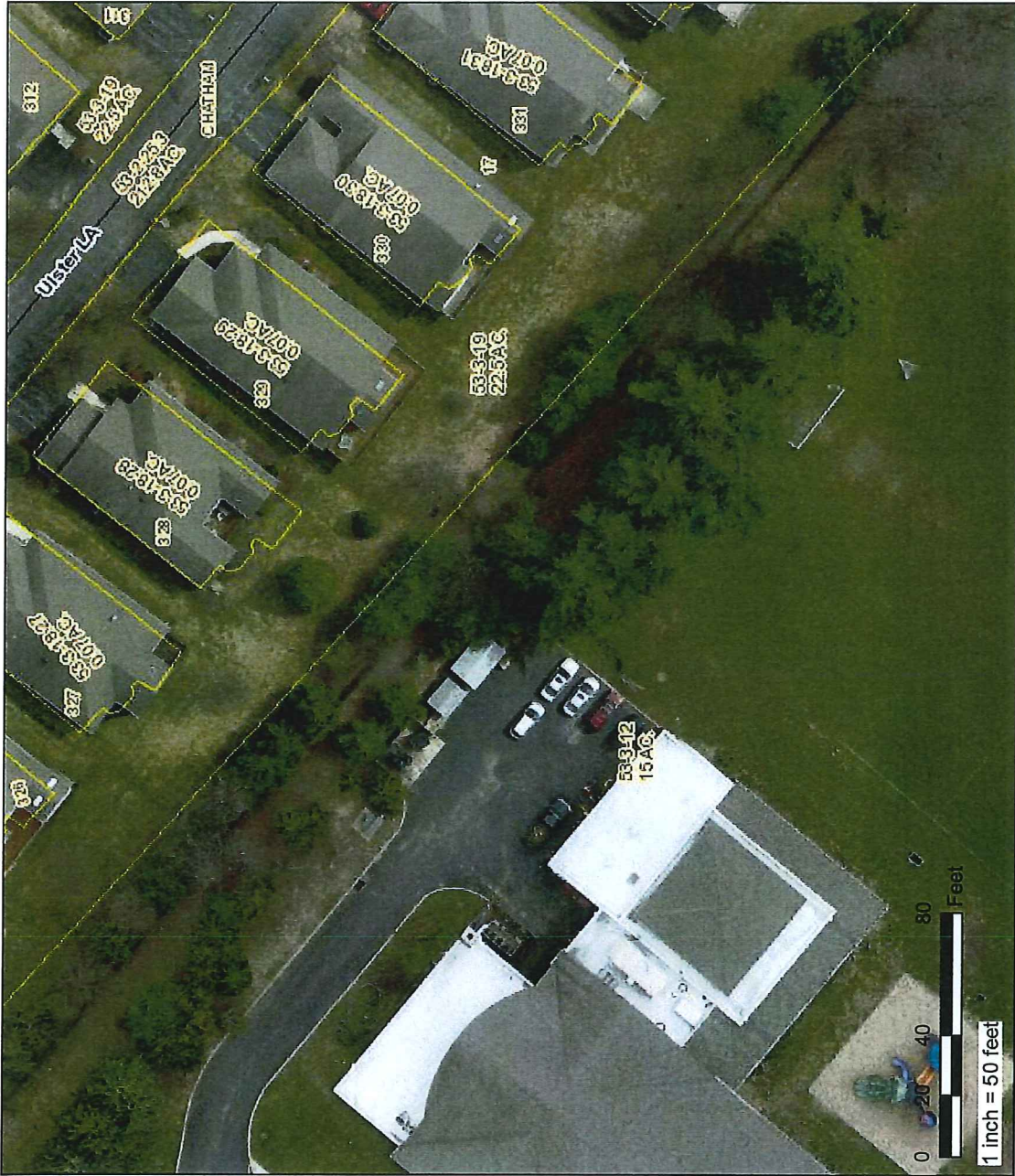


Map Created:
Thursday, March 31, 2016

County of Chester

Limitations of Liability and Use:
County of Chester, Pennsylvania makes no claims to the completeness, accuracy, or content of any data contained herein, and makes no representation of any kind, including, but not limited to, the warranties of title, accuracy, and completeness, in connection with any such information to be implied or inferred with respect to the information or data furnished herein. For information on data sources visit the GIS Services page listed at www.chesco.org/gis.

SSPP Church / School



CONC MON (F)

1" = 50'

S 42°59'00" E

EXISTING BASKETBALL
1'-0" BACK FROM
ICAL FOR THREE (3)

END CURB
50R

76' MIN

TRASH
ENCLOSURE,
SEE DETAIL SHEET 10

NEW
SHED

65'
75'

S 43°39'15" E
169.87'

CHAIN LINK FENCE

150'

H.C.
CURB
CUT
29.04'

SHED

32,200 S.F. FREE STANDING
SCHOOL BUILDING

SOCCER FIELD

SOFT PLAY
AREA NO.2

BASEBALL FIELD

SEE LIST OF
ALTERNATES REGARDING
GAME FIELDS

UPPER LEVEL
F.F. 468.50

LOWER LEVEL
F.F. 455.17

CONC. PADS
AT EXISTS
(TYP.)

SEE ARCH. SITE
PLAN FOR ADDITIONAL
INFORMATION ON
RETAINING WALLS
AND FENCING

NEW FENCE AND
BACKSTOP
REFER TO ARCH
LANDSCAPE P

SOFT PLAY
AREA NO.1
RETAINING WALL

250'

R=198.00'
D=19°28'12"
L=67.25'

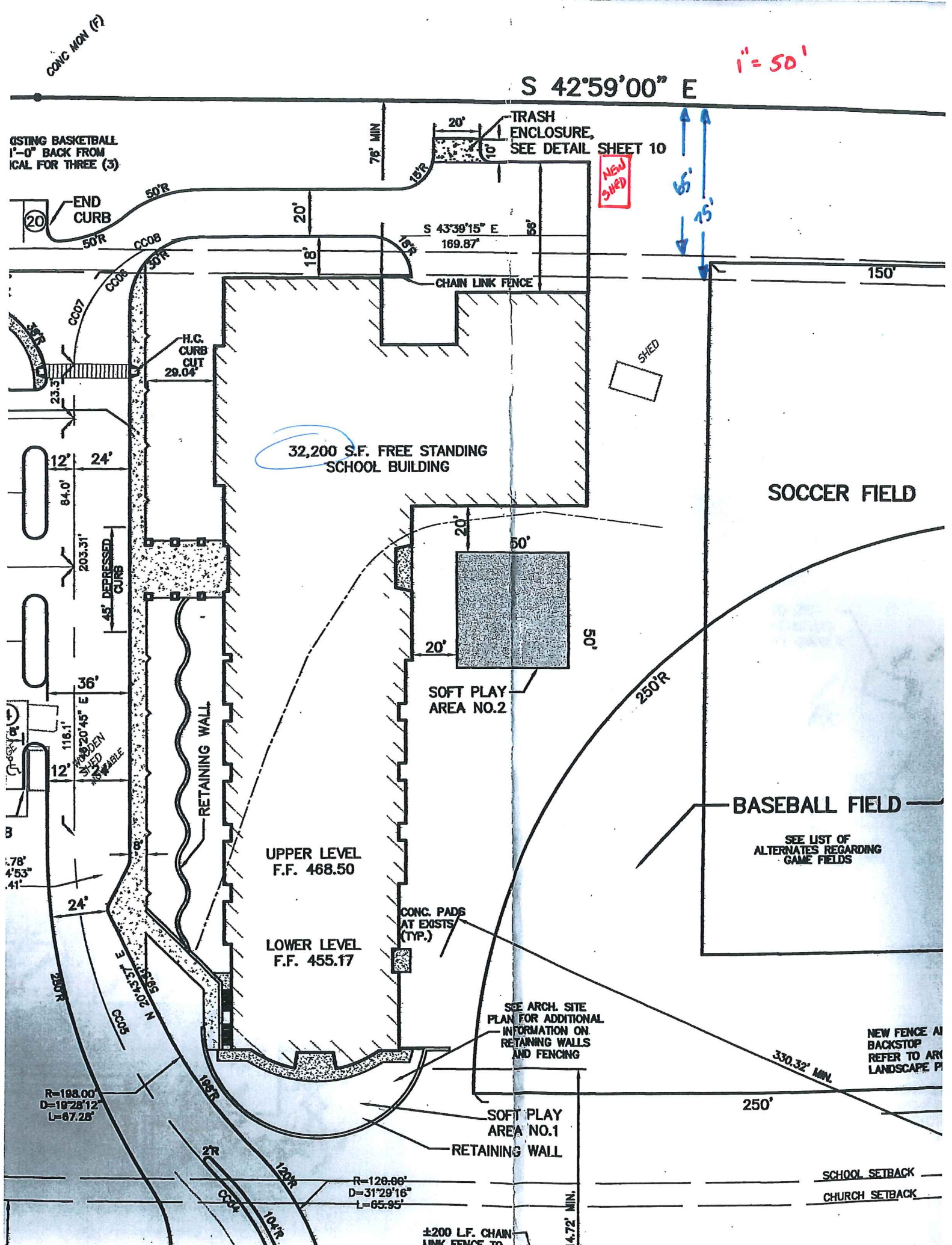
R=126.86'
D=31°29'16"
L=65.95'

SCHOOL SETBACK

CHURCH SETBACK

±200 L.F. CHAIN
LINK FENCE TO

14.72' MIN.



BOOT ROAD

TABLE FROM
LD PLAN
MARCH 20, 2000

ZONING REQUIREMENTS R-2 RESIDENTIAL DISTRICT

	<u>PLACE OF WORSHIP AND RELIGIOUS INSTITUTION USE</u>	<u>SCHOOL USE</u>	<u>PROVIDED</u>
MIN. LOT AREA	2 ACRES	12 ACRES	13.853 AC. (NET)
MIN. LOT WIDTH			
AT SETBACK LINE	200 FEET	300 FEET	1,105 FEET
AT STREET LINE	100 FEET	150 FEET	1,104.78 FEET
MAX. LOT COVERAGE			
BY BUILDINGS	25 PERCENT	25 PERCENT	8.86 PERCENT
BY TOTAL IMP. COVER	35 PERCENT	35 PERCENT	<u>34.54 PERCENT</u>
MAX. BUILDING HEIGHT	3 STORIES, 30 FEET	3 STORIES, 30 FEET	28'-4" FEET
MIN. FRONT YARD	55 FEET	65 FEET	55 FEET* / 65 FEET
MIN. SIDE YARD	30 FEET (EACH)	40 FEET (EACH)	30 FEET / 40 FEET
MIN. REAR YARD	65 FEET	75 FEET	65 FEET / 75 FEET

.46 % REMAINING

* EXISTING RECTORY BUILDING IS SITUATED WITHIN THE FRONT YARD AS AN EXISTING NON-CONFORMING STRUCTURE.

THIS LAND DEVELOPMENT PLAN PREPARED IN ACCORDANCE WITH CONDITIONAL USE APPROVAL GRANTED SEPTEMBER 21, 1999 BY THE BOARD OF SUPERVISORS PURSUANT TO SECTION 240-6B ET. SEQ. OF THE ZONING ORDINANCE.

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PARKING REQUIREMENTS

CHURCH

1,260 L.F. x 12" / 20" PER SEAT =	756 SEATS
756 SEATS @ 1 SPACE PER 4 SEATS =	189 SPACES
3 EMPLOYEES X 0.5 SPACE PER EMPLOYEE =	<u>2 SPACES</u>
SUBTOTAL PARKING FOR CHURCH =	191 SPACES

SCHOOL

20 CLASSROOMS @ 1 SPACE PER 2 CLASSROOMS =	10 SPACES
30 FACULTY AND FULL-TIME EMPLOYEES @ 1 SPACE PER EMPLOYEE	<u>30 SPACES</u>
SUBTOTAL PARKING FOR SCHOOL =	40 SPACES

TOTAL

191 (CHURCH) + 40 (SCHOOL) =	231 SPACES REQUIRED
	<u>257 STANDARD SPACES PROPOSED</u>
HANDICAPPED SPACES REQUIRED	<u>7 SPACES REQUIRED PER ADA</u>
TOTAL SPACES PROVIDED	264 SPACES

EAST GOSHEN TOWNSHIP
ZONING HEARING BOARD APPLICATION
1580 PAOLI PIKE WEST CHESTER, PA 19380-6199
PHONE (610)-692-7171 FAX (610)-692-8950

Name of Applicant: Sts. Peter and Paul Catholic Church -- contact is Daniel Bush as CYO Board member

Applicant Address: 1325 East Boot Road
West Chester, PA 19380

Telephone Number: 610 405-5422 Fax Number: 610 696-6668

Email Address: dbush@lambmcerlane.com

Property Address: same as applicant

Tax Parcel Number: 23-7367951 Zoning District: R-2 Acreage: 11.5

Purpose of Application (check one)

- Variance (Type: Use Variance Dimensional Variance)
 Special Exception
 Appeal determination of the Zoning Officer
 Other _____

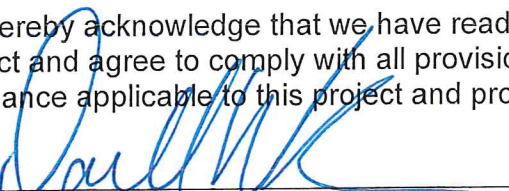
Sections of Zoning Ordinance in which relief is sought:

Section 240-9(G) (setback of 65 feet)
Section 240-32(P)(1)(b) (maximum of two storage sheds of 120 sq feet)

Description of the Zoning Relief requested and the future use of the property:

We are seeking a variance from the setback provisions of the Code to permit the placement of a shed on the property. Also there are currently 2 smaller sheds on the property, and we are seeking a variance for the placement of a third, larger shed. The proposed location attached hereto is the only viable location for the shed on the property. While there may seemingly be other locations on such a large property, security of the shed and the physical limitation of taking potential contents of the shed to other locations on the property, amongst other things, make those options unfeasible.

We hereby acknowledge that we have read this application and state that the above is correct and agree to comply with all provisions of the East Goshen Township Zoning Ordinance applicable to this project and property.


Signature of Applicant

3/8/16
Date

***Please review the formal application and review procedures on page three.**

**EAST GOSHEN TOWNSHIP
ZONING HEARING BOARD APPLICATION**

1580 PAOLI PIKE WEST CHESTER, PA 19380-6199
PHONE (610)-692-7171 FAX (610)-692-8950

This checklist outlines the steps and items needed to insure completeness of the application and to insure the application follows the process and conforms to the timeframe outlined by the state of Pennsylvania and East Goshen Township. This checklist is broken into two parts, the Application process and the Review Process. The application process must be completed in its entirety prior to the applications advancement into the Review Process.

Applicant Name: Saints Peter and Paul Catholic Church

Application Process Checklist (Administration use only):

- | <u>Item</u> | <u>Date Complete</u> |
|---|----------------------|
| 1. Completed Township Application Form: | _____ |
| 2. All related materials submitted: | _____ |
| 3. Township application and review fees paid: | _____ |

Application accepted on _____ by _____

Official Signature _____ Title _____

Review Process Checklist

- | <u>Item</u> | <u>Date</u> |
|---|---------------|
| 1. Start date: | _____ |
| 2. Date of first formal Planning Commission Meeting following complete application: | _____ |
| 3. Date sent to CCPC: | _____ |
| 4. Date sent to Township Engineer: | _____ |
| 5. Date presented to Planning Commission: | _____ |
| 6. Date sent to CB: | _____ |
| 7. Date sent To MA: | _____ |
| 8. Date sent to HC: | _____ |
| 9. Date sent to PRB: | _____ |
| 10. Date sent to TAB: | _____ |
| 11. Date by which the PC must act: | _____ |
| 12. Date by which Board of Supervisors must act: | _____ |
| 13. Drop Dead Date; (Day 60): | _____ |
| 14. Zoning Hearing Date: | _____ |
| 15. Dates of public advertisement: | _____ & _____ |

EAST GOSHEN TOWNSHIP
ZONING HEARING BOARD APPLICATION

1580 PAOLI PIKE WEST CHESTER, PA 19380-6199
PHONE (610)-692-7171 FAX (610)-692-8950

Procedures for the processing and review of Subdivision, Land Development, Conditional Use, Variance, and Special Exception Applications

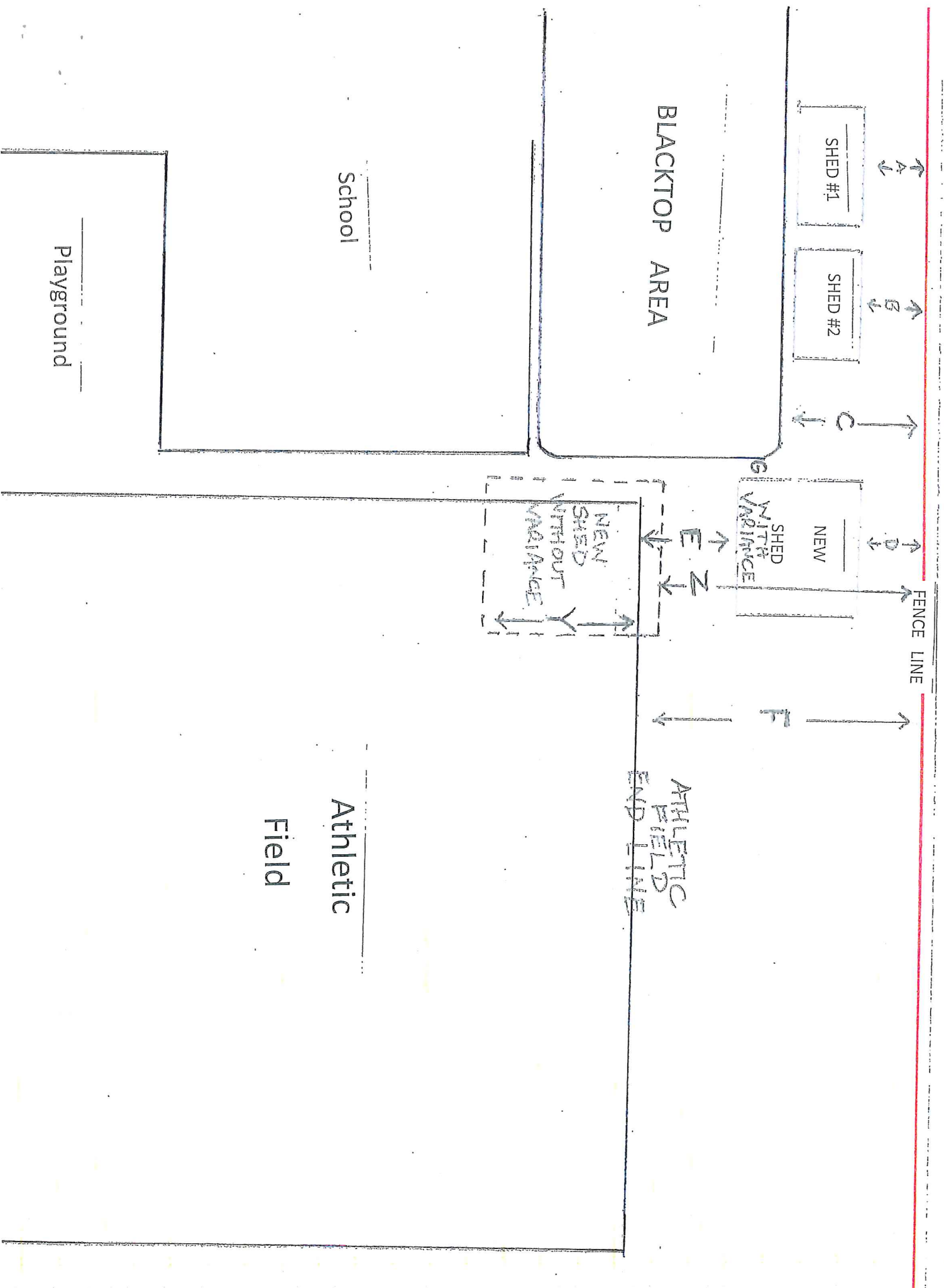
August 19, 2002

2nd Revision: March 2, 2006

1. In order for any application to be considered by the Planning Commission it must be submitted to the Township with all required documentation as per the Township Code and with all applicable fees paid. The Township will use a checklist to verify all required documentation has been submitted. Until the application is complete the application will not be considered "filed" by the Township staff. The Planning Commission will acknowledge receipt of the application at their next regularly scheduled meeting.
2. All materials to be considered at the next regular meeting of the Planning Commission must be submitted with at least eleven (11) copies to the Township Staff by not later than close of business the previous Tuesday. Any materials submitted after that time will be held for the following meeting and not provided to the Commission at the upcoming meeting.
3. The application review cycle for Subdivision and Land Development Applications shall begin with the next regular meeting of the Commission after the complete application is filed. The application review cycle for Conditional Use, Variance, and Special Exception Applications shall begin the day a complete application is filed with the Township.
4. Applicants should not distribute material to the Commission during a meeting unless it is directly related to the initial presentation of the application. All materials for the Planning Commission, including any material to be used at a meeting, must be delivered to the Township Staff not later than close of business the previous Tuesday.
5. The burden of supplying necessary materials to the Planning Commission in a timely manner is on the applicant. Late delivery of material may require an extension on the part of the applicant or a recommendation for denial of the application by the Planning Commission.
6. Formal application presentations to the Planning Commission will only be made at the regular meeting after the complete application is submitted and accepted by the Township staff.
7. The application will remain on the Planning Commission's agenda until such time as the Commission has made its recommendation to the Board of Supervisors and or Zoning Hearing Board.
8. Applicants are encouraged to attend each Planning Commission meeting in order to answer questions or address issues concerning their application.
9. Applications will be voted on only during the regular Planning Commission meetings.
10. The Chairman, in his sole discretion, may waive or modify any of this procedure.

Zoning Hearing Board Procedural Rule for Hearing Continuances: ADOPTED: May 13, 2009

1. The Zoning Hearing Board may grant one application for hearing continuance. Subject to the limited circumstances referenced in paragraph 2 below, the rescheduled hearing shall be held unless the applicant withdraws the application.
2. The continuance after the first one shall only be granted in an extraordinary circumstance.
3. The Zoning Hearing board has the sole discretion whether to grant any continuance.



SHED #1

SHED #2

NEW SHED WITH VAIRANCE

NEW SHED WITHOUT VAIRANCE

BLACKTOP AREA

School

Playground

ATHLETIC FIELD END LINE

Athletic

Field

FENCE LINE

Measurements associated with the proposed new storage shed at Saints Peter and Paul

A = 20 Feet 11 inches = The distance from the rear of existing shed #1 to the Hershey's Mill property line fence.

B = 19 Feet 7 inches = The distance from the rear of existing shed #2 to the Hershey's Mill property line fence.

C = 30 Feet = The distance from the edge of the blacktop to the Hershey's Mill property line fence.

D = 20 Feet = The distance proposed by the **requested variance** from the rear of the new shed to the Hershey's Mill property line fence.

E = 24 Feet = The distance proposed by the **requested variance** from the front of the new shed to the end line of the athletic field.

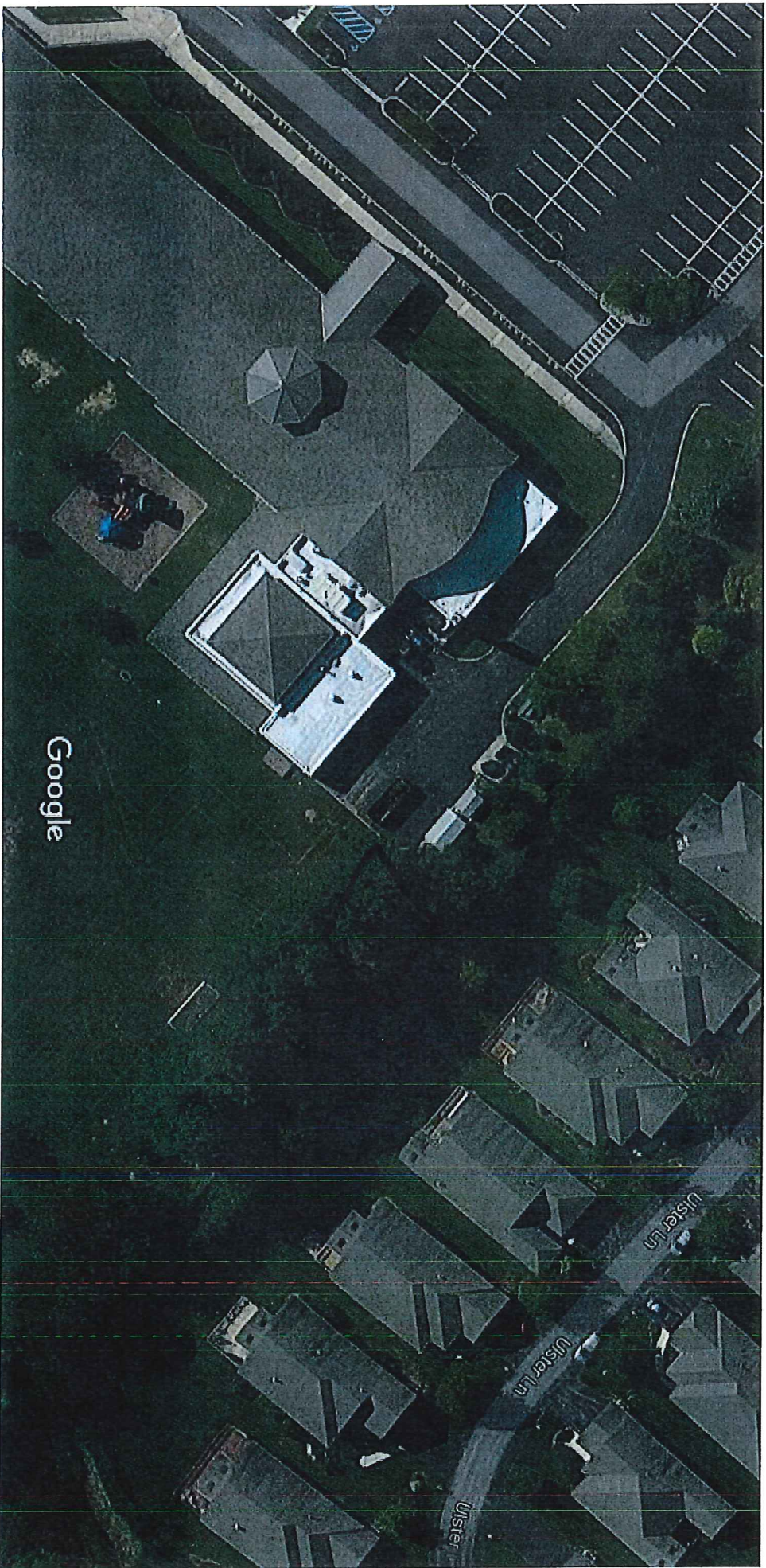
F = 68 Feet = The distance from end line of the athletic field to the Hershey's Mill property line fence.

G = 12 Feet = The distance proposed by the **requested variance** from the West side of the new shed to the edge of the blacktop.

Y = 21 Feet = The distance the front edge of the shed extends onto the athletic field **as required by East Goshen zoning ordinance.**

Z = 65 Feet = The distance from the rear of the new shed to the Hershey's Mill property line fence **as required by East Goshen zoning ordinance.**

Google Maps 1325 E Boot Rd



Imagery ©2016 Google, Map data ©2016 Google 50 ft

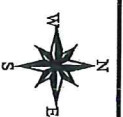
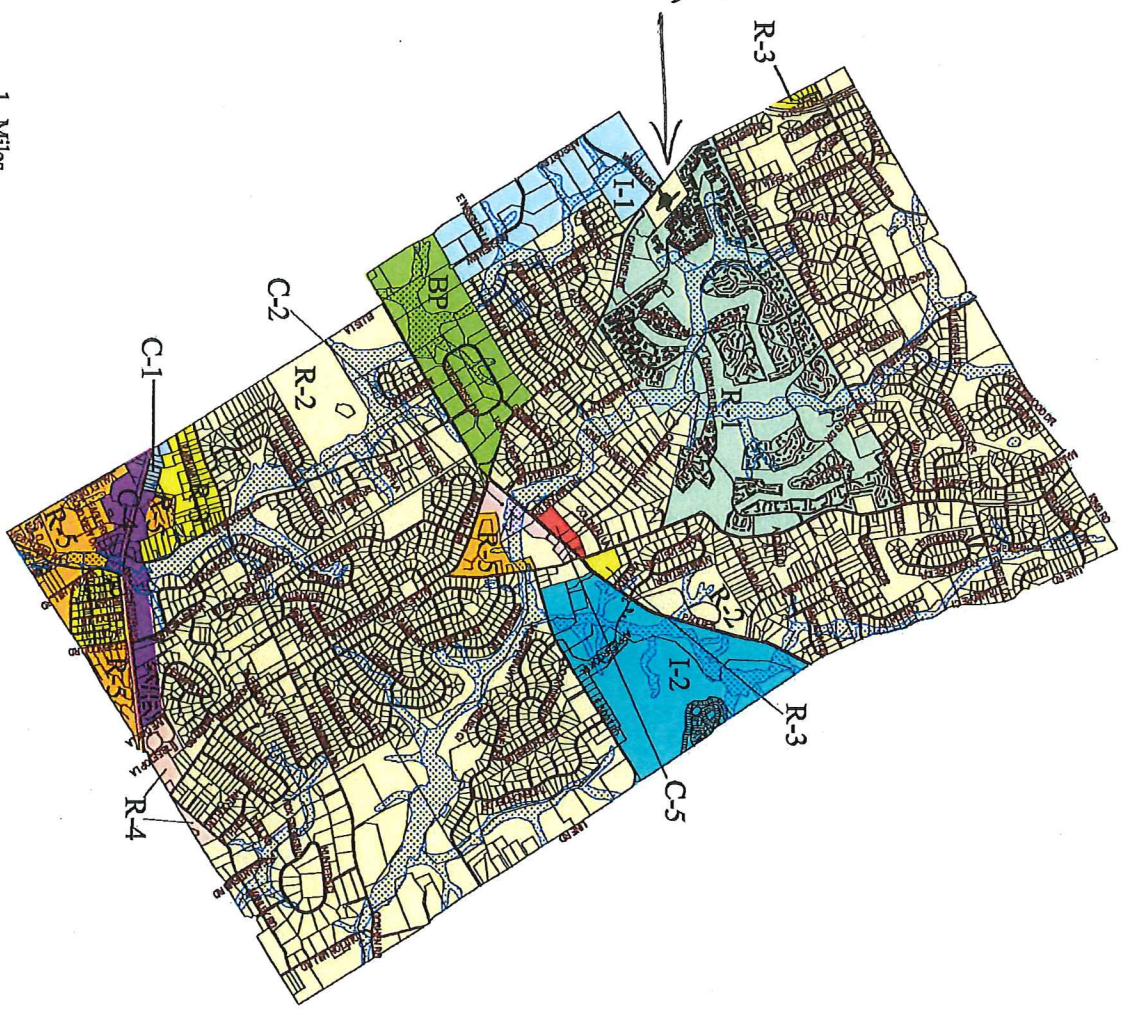
Google Maps

Municipality Location



TOWNSHIP OFFICE
1580 PAOLI PIKE
WEST CHESTER, PA 19380

Church
(722)



EAST GOSHEN TOWNSHIP

Municipal Zoning Map

Zoning Adopted: September 21, 2004
Map Created: April 1, 2005

- East Goshen Zoning Districts**
- BP - Business Park
 - C-1 - Community Commercial
 - C-2 - Local Convenience Commercial
 - C-4 - Planned Highway Commercial
 - C-5 - Commercial
 - I-1 - Light Industrial
 - I-2 - Planned Business/Research/Limited Industrial/Park/Residential
 - R-1 - Low Density Open Space Suburban Residential
 - R-2 - Low Density Suburban Residential
 - R-3 - Medium Density Suburban Residential
 - R-4 - High Density Suburban Residential
 - R-5 - Urban Residential
- Road Centerlines
 Parcel Boundaries
 Floodplains

IMPORTANT NOTICE:
The Official Zoning Map is the municipal ordinance that is the final authority regarding the current zoning status of land, buildings, and other structures.

NOTES: Not for engineering purposes.

Landmark Science, Philadelphia, Indiana, has been contracted to create a digital map of the Township of East Goshen, Pennsylvania, based on aerial photography dated March, 2000, combined with field data from ground points acquired using GPS equipment.

Small Zone numbers were based on the PA State Plane Coordinate System South Zone 18N (1983 National Edition 1983).

Copyright (c) 2005, County of Chester, PA. All Rights Reserved.

LIMITATION AND LIABILITY OF USE: This map was slightly modified for internal maintenance and development use by the County of Chester, PA. It is not intended to provide and the other reference purposes.

County of Chester, PA makes no field survey of property.

Accuracy or content of any data contained herein, and makes no representation of any kind, including, but not limited to, the veracity of municipality or otherwise, with respect to the information contained herein.

No part of this document may be reproduced, stored in a retrieval system, transmitted, or otherwise, except as expressly permitted by the County of Chester, PA.

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

March 31, 2016

Dear Property Owner:

The purpose of this letter is to inform you that Saints Peter and Paul Church, 1325 Boot Rd., West Chester, PA 19380, has submitted a Zoning Hearing Board Application requesting dimensional relief from the Rear Yard setback requirements in order to install a shed for the Christian Youth Organization within the rear yard setback area of the property approximately 20 feet from the rear property line.

Pursuant to Township policy, property owners within 1000 feet of the subject property are notified of Zoning Hearing Board applications.

The meeting dates when this matter will be discussed are listed below and subject to change without further written notice:

DATES REVISED

April 6, 2016 – Planning Commission (7:00 PM)

April 12, 2016 – Board of Supervisors (7:00 PM)

April 28, 2016 – Zoning Hearing Board (7:30 PM) (Zoning Hearing)

All meetings are held at the Township Building and are open to the public. The Zoning Hearing Board Application is available for review at the Township building during normal business hours. If any person who wishes to attend the hearing has a disability and/or requires an auxiliary aid, service or other accommodation to observe or participate in the proceedings, he or she should contact East Goshen Township at 610-692-7171 to discuss how those needs may be accommodated.

Please give me a call if you have any questions or need additional information.

Sincerely,



Mark A. Gordon
Township Zoning Officer

Mark Gordon

From: Dan Bush <dbush@lambmcerlane.com>
Sent: Tuesday, March 29, 2016 4:33 PM
To: Mark Gordon
Cc: Mark Thompson
Subject: SSPP Shed

Mark:

The shed is 12 x 24 x 7. Pictures of the shed are attached herein.

The primary purpose of the shed is for storage. It is much needed at Sts. Peter and Paul, as we have outgrown the other two smaller structures currently on the property. As you can see there is also a small snack bar window. Although we haven't discussed all of the items we will be selling, it most likely will be nothing more than candy, soda, etc. Please understand that the snack bar aspect is purely secondary to the storage purpose for the shed. Moreover, as you are probably aware, the school athletic fields are sparingly used for actual games, and then almost always immediately after school rather than weekends. Further, to say that these CYO events are sparsely attended would be an understatement.

If I can provide any further information, please let me know.

From: Bryan [<mailto:jbw534@aol.com>]
Sent: Monday, March 28, 2016 5:13 PM
To: CALLAHAN, JOHN C
Cc: Dan Bush
Subject: Re: mtg

Dan,

The footprint is 12' x 24'. I will measure the wall height but I think it's 7' or 7.5'.





**EAST GOSHEN TOWNSHIP
PLANNING COMMISSION**
1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

April 8, 2016

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

Re: Swimming Pool Requirements

Dear Board Members:

At their meeting on April 6, 2016 the planning commission voted in favor of the following motion:

Mr. Chairman, I move that we recommend that the Board of Supervisors consider amending the accessory use requirement for swimming pools, §240-32.Q, as drafted, adding an exception for pools constructed within Single-family open space developments do to the reduced lot sizes and surrounding open space. This will permit a normal size swimming pool to be constructed on residential lots within single family open space developments while still maintaining an ultimate setback of 25 feet to the boundary of the Single-family open space development. This will permit equitable use of swimming pools as an accessory use for property owners within single-family open space developments.

Sincerely,



Mark A. Gordon
Township Zoning Officer

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: 4/8/2016

To: Board of Supervisors

From: Mark Gordon, Township Zoning Officer 

Re: Swimming Pool Setbacks for Single Family Open space Development (SFOD)

Dear Board Members,

As you know, the Single-Family Open space Development (Sorrell Hill) reduced lot size allowances makes the construction of a standard swimming pool problematic. The PC has discussed this issue at length and reviewed graphical representations of all of the lots in Sorrell Hill in order to visualize the potential impacts of an ordinance amendment.

After hearing public comment and discussing this matter at three public meetings the Planning Commission is proposed a text amendment to the accessory use standards for swimming pools.

Background

The Sorrell Hill Development on Line Road is a Single-family open space development and the standard swimming pool setbacks make it very difficult for any of the properties within that development to comply with the current requirements; even if a very small pool is considered. The Sorrell Hill development is the only Single-family open space development within East Goshen Township.

The current regulation requires that: Pools shall be located behind the building setback line and in no case shall the edge of water be closer than 25 feet to any lot line. This being said, each single family home in the Sorrell Hill development has its own lot lines within the boundary of the development.

The Planning Commission considered options of how to amend the zoning ordinance so that swimming pools can be accommodated within Single-family open space developments. For example, requiring a minimum 25 foot swimming pool setback from the development boundary would be in keeping with the current zoning requirements and would not impact those residential uses which abut Single-family open space developments. Also, additional requirements have been proposed for the

location of swimming pools in relation to existing residential structures not owned by the applicant. Staff has reviewed this proposed amendment with the CCPC staff and the Township solicitor and incorporated their comments.

Staff Recommendation:

It is the opinion of the staff that an amendment to the code to modify the Swimming Pool Accessory Use section of the Zoning Ordinance for Single Family Open space developments is appropriate and such an amendment can still accomplish the original spirit of the pool setback requirements.

This amendment will permit a normal size swimming pool to be constructed on residential lots within single family open space developments while still maintaining an ultimate setback of 25 feet to the boundary of the Single-family open space development. The existing ordinance requirement for pools essentially prohibits standard size swimming pools within Single family open space developments. This will permit equitable use of swimming pools as an accessory use for property owners within single-family open space developments.

Draft Ordinance Recommendation:

240-32 Accessory uses

Q.

Swimming pool.

(1)

Pools shall be located behind any regulated ~~the~~ building setback line and the edge of the water in no case shall the edge of water be closer than shall be at least twenty-five (25) feet to-from any lot line.

Exception for Single-family open space developments: Pools constructed within an approved single-family open space development shall be located behind the single family dwelling in an area on the individual lot which abuts the common open space. The edge of water shall be at least ten (10) feet from any lot line within the open-space development; and twenty-five (25) feet from any development boundary line; and at least twenty-five (25) feet from any principal building not owned by the applicant which exists at the date of the filing of a building permit for the pool.

(2)

Fencing.

(a)

All pools shall have a permanent enclosure erected and maintained that entirely and completely surrounds the pool. The enclosure shall extend not less than four feet above the ground. All gates shall be self-closing, self-latching and lockable with latches placed at least four feet above the ground. The enclosure shall be constructed so as to prohibit the passage of a sphere larger than four inches in diameter through any opening or under the fence. Fences shall be designed and constructed to withstand a horizontal

concentrated load of 200 pounds applied on a one-square-foot area at any point of the fence/enclosure.

(b)

Aboveground pools (which shall include pools less than 10% in-ground) shall not require a fence if the walls of the pool are at least four feet above grade on all sides, but any fixed stairway or entranceway shall be entirely and completely enclosed to a height of four feet above ground, and any gate shall be self-closing, self-latching and lockable with no openings that will pass a sphere greater than four inches in diameter. Any removable access, such as a ladder, need not comply, but must be removed when not in use.

(3)

The land area occupied by a pool and any accompanying structure shall be included in the impervious coverage percentage.

(4)

If the pool is supplied from a private well, there shall be no cross-connection with a central water supply system. All water supply inlets shall be above the overflow level to the pool.

(5)

No swimming pool shall have a drainage system connected to the sanitary sewers. All methods of drainage shall be stated on the Zoning Permit and be approved by the Township Engineer.

(6)

No loudspeaker or amplifying system shall be permitted which will project sound beyond the boundaries of the property.

(7)

All lighting shall be located as not to shine directly beyond the limits of the property.

Draft Motion:

Mr. Chairman, I move that amend the accessory use requirement for swimming pools, §240-32.Q, and authorize staff and the solicitor to prepare the ordinance amendment for adoption.

Memo

To: Board of Supervisors
From: Jon Altshul
Re: Consider PEMA Designation of Agent Resolution
Date: April 7, 2016

On March 23, the President declared a disaster for Pennsylvania for the January 22-24 snow event. As a result, East Goshen will be eligible for federal assistance to partially offset labor, vehicle and materials costs incurred during a continuous 48-hour period. In February, we submitted \$67,692 in costs to the Chester County Department of Emergency Services related to snow removal.

As part of the next step in the process, municipalities will need to submit a number of forms at an "Applicant Briefing" session with PEMA and DES on Friday, April 15, including PEMA Form DAP-2, which would designate me as an agent of the Township. I have attached a copy of the DAP-2 for your reference.

Recommended motion:

I move that we designate Jon Altshul, Chief Financial Officer, to authorize and execute for and on behalf of East Goshen Township, Chester County, all required forms and documents for the purpose of obtaining financial assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act.

PEMA-DAP -2

DESIGNATION OF AGENT RESOLUTION

FOR: DR-4267 - SEVERE WINTER STORM AND SNOWSTORM
(Enter Name of Disaster or Number)

BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF EAST GOSHEN TOWNSHIP
(Governing Body) (Public Entity)

THAT JON ALTSHUL, CHIEF FINANCIAL OFFICER
(Name of Applicant Agent) (Title)

IS HEREBY AUTHORIZED TO EXECUTE FOR AND IN BEHALF OF

EAST GOSHEN TOWNSHIP, CHESTER County,
(Public Entity) (County)

a public entity established under the laws of the Commonwealth of Pennsylvania, all required forms and documents for the purpose of obtaining financial assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288 as amended by Public Law 100-707).

Passed and approved this _____ day of _____, 20_____.

(Name) (Title) (Signature)
(Name) (Title) (Signature)
(Name) (Title) (Signature)
(Name) (Title) (Signature)
(Name) (Title) (Signature)

CERTIFICATION

I, _____, duly appointed and _____
(Name) (Title)

of _____, do hereby certify that the above is a true and correct copy of
(Public Entity)

a resolution passed and approved by the _____
(Governing Body)

of _____ on the _____ day of _____ 20_____
(Public Entity)

(Signature) (Official Position) (Date)

Memo

East Goshen Township

Date: April 15, 2016
To: Board of Supervisors
From: Rick Smith, Township Manager
Re: Public Comment on the MS4 Plan

The PA Department of Environmental Protection has issued the Township a National Pollutant Discharge Elimination System Permit (NPDES Permit) that authorizes stormwater discharges from our Municipal Separate Storm Sewer System (MS4) to the surface waters of the Commonwealth of Pennsylvania. These permits are issued pursuant to the Federal Clean Water Act of 1972.

This permit is commonly referred to as an MS4 Permit. One of the requirements of the MS4 Permit is that the Township develops and implements a MS4 Plan which outlines how the Township intends to meet the MS4 Permit requirements. A synopsis of each component of the MS4 Plan is as noted below. The complete MS4 Plan is attached.

The MS4 Permit has a number of conditions, one of which is that we annually solicit public comments on our MS4 Plan and that is the purpose of placing this item on the agenda.

Public Education & Outreach Program – The goal of this Program is to ensure that all target audiences are educated about the impacts of stormwater discharges on water bodies and the steps that the public can take to reduce pollutants in stormwater runoff. Target audiences include residents, business owners and managers, developers, school staff and administrators and municipal employees. The Township uses the services of the Chester-Ridley-Crum (CRC) Watershed Association and distributes educational materials provided by them to target audiences. In addition, the Township posts stormwater information on our website at <http://eastgoshen.org/services/public-works/stormwater>

Public Involvement & Participation Program - The goal of this Program is to ensure that the public has various opportunities to participate in stormwater related activities. The public includes residents, businesses, developers, schools, and municipal employees.

As noted above the Township uses the services the CRC and posts notices of various events throughout the year that provide an opportunity for public participation. In addition the Township also promotes events such as Keep East Goshen Beautiful Day and Conservancy Board tree planting events. Other activities include providing adequate public notice for all stormwater ordinances, providing an annual update on the MS4 program and encourage the reporting of illicit discharges by maintaining the *Who Are You Going to Call?* phone number list on the Township website at <http://eastgoshen.org/services/public-works/stormwater>.

Illicit Discharge Detection and Elimination Program – An Illicit Discharge is the discharge of a pollutant such as sewage to the sewage to a stream. Under this program the Township must inspect each outfall (i.e. discharge point) to the surface waters of the Commonwealth and if there is evidence of a pollutant being discharged, have the discharge eliminated.

Post Construction Stormwater Management Program – In November of 2013 the Board of Supervisors was required to adopt a new Stormwater Management Ordinance. The Ordinance is posted on our web site at <http://eastgoshen.org/services/permits-inspections/stormwater>

Pursuant to this ordinance, a property owner who adds impervious surface, such as a building addition, deck, shed, or expands their driveway is required to manage the stormwater runoff from the new impervious surface. The most typical form of stormwater management is stone filled trench within which the water is contained and allowed to perc back into the soil. Smaller projects can utilize the standard detail developed by the Township Engineer, while for larger projects a fully engineered plan is required. If the project results in 500 or more square feet of additional impervious coverage the property owner is required to enter into an agreement that spells out the operation and maintenance requirements.

The Ordinance also requires that the stormwater management facility be inspected on a regular basis, with the goal being to ensure that the facilities are operated and maintained in accordance with the approved plan. This is the “Post Construction Stormwater Management Program”. For small projects the property owner can do the inspection and provide the required certification to the Township. Larger projects must be inspected by the Township Engineer.

Pollution Prevention and Good Housekeeping for Municipal Operation - The goal of this program is to prevent pollutant runoff from municipal facilities and activities from adversely impacting the environment. The following program should be adhered to by municipal employees involved with applicable facilities and activities in the Township. Some of the facilities covered by this program are the Township Building, the Public Works Annex and the Township Park. Some of the activities that are covered are street sweeping, snow removal and road maintenance.

EAST GOSHEN TOWNSHIP

MS4 PLAN

Public Education and Outreach Program (MCM #1)

Public Involvement and Participation Program (MCM #2)

Illicit Discharge Detection and Elimination Program (MCM #3)

Post Construction Stormwater Management BMP Inspection
Program (MCM #5)

Pollution Prevention and Good Housekeeping Program for
Municipal Operations (MCM #6)

March 10, 2003

Revised March 10, 2004

Revised July 17, 2012

Revised February 10, 2014

Revised February 24, 2014

PUBLIC EDUCATION AND OUTREACH PROGRAM

The goal of the *Public Education and Outreach Program* for East Goshen Township is to ensure that all target audiences are educated about the impacts of stormwater discharges on water bodies and the steps that the public can take to reduce pollutants in stormwater runoff. Target audiences include residents, business owners and managers, developers, school staff and administrators and municipal employees.

The Township is a member of the Chester-Ridley-Crum (CRC) Watershed Association's Joint Municipal Outreach program. As a member of this CRC program, the Township receives various educational materials to distribute to appropriate target audiences. The Township should continue to utilize these CRC materials during each permit cycle to educate specific target audiences.

Several lists are maintained at the Township, including a newsletter recipients, commercial sewer customers, auto establishments, restaurants, and schools. Each list contains the name and address of each establishment. The Township should continue to update and maintain each list as necessary.

The Township anticipates utilizing the following implementation strategies for providing education and outreach to each target audience:

A. RESIDENTS

As of the 2010 census, East Goshen Township is home to approximately 18,026 residents in 7,500 households. Using materials provided by CRC (i.e. articles, advertisements, pamphlets, etc.), the Township anticipates utilizing the following methods of distribution to educate this target audience:

1. Township newsletter - distributed four (4) times per year and posted on Township website
2. Township website
3. Announce and/or distribute educational material at public meetings
4. Stormwater educational materials available at the Township Building via bulletin board and/or handouts/flyers.
5. New Township resident welcome packets
6. Including stormwater information with E&S permit applications

B. BUSINESSES

Approximately 114 businesses are established in East Goshen Township, ranging in size from a one person office to companies that employ several hundred people (i.e. QVC, CTDI, Synthes, etc.). Using materials provided by CRC (articles, advertisements, pamphlets, etc.), the Township anticipates utilizing the following methods of distribution may be utilized to educate this target audience:

1. Specific mailings
2. Township website
3. Township newsletter
4. Including stormwater information with E&S permit applications

C. DEVELOPERS

East Goshen Township is approximately 90% developed. However, some small subdivisions and infill development remain along with occasional redevelopment. As such, contractors and developers frequently obtain permits from the Township for residential and commercial construction projects. On average, there are 250 active building and/or zoning permits at any given time. Using materials provided by CRC and/or the Chester County Conservation District (i.e. articles, advertisements, pamphlets, etc.), the Township anticipates utilizing the following methods of distribution to educate this target audience:

1. Pre-construction meetings with the Chester County Conservation District
2. Including stormwater information with E&S permit applications
3. Township website

D. SCHOOLS:

East Goshen Township is part of the West Chester Area School District, which includes ten (10) elementary schools, three (3) middle schools, and three (3) high schools. East Goshen elementary school, SS. Peter and Paul parochial school, and Goshen Friends school are all located within the Township. Using materials provided by CRC (articles, advertisements, pamphlets, etc.), the Township anticipates utilizing the following methods of distribution to educate this target audience:

1. School newsletters
2. CRC outreach events
3. Specific mailings

E. MUNICIPAL EMPLOYEES

The Codes Department (5 employees) and the Public Works Department (12 employees) are the most involved in the stormwater management program in the Township. Using materials provided by CRC (i.e. articles, advertisements, pamphlets, etc.), the following methods of distribution may be utilized to educate this target audience:

1. Employee training events and/or staff meetings
2. Information available at Township building
3. Township newsletter

Additionally, Township staff and their consultants are required to evaluate the effectiveness of the *Public Education and Outreach Program*. Therefore, the following information is anticipated to be provided with the periodic DEP reports:

1. CRC materials and annual reports
2. Number of newsletters distributed
3. Stormwater complaints (including number, nature of complaint and resolution)
4. Page-view counter on stormwater management page of Township website

PUBLIC INVOLVEMENT AND PARTICIPATION PROGRAM

The goal of the Public Involvement and Participation Program for East Goshen Township is to ensure that the public has various opportunities to participate in stormwater related activities. Target audiences include residents, businesses, developers, schools, and municipal employees.

The Township is a member of the Chester-Ridley-Crum (CRC) Watershed Association's Joint Municipal Outreach program. As a member of this CRC program, the Township is notified of various events throughout the year that provide an opportunity for public participation. Past events have included stream clean-ups, guest speakers, workshops, meetings and tree plantings, and have been directed towards various target audiences. In some cases, East Goshen Township has sponsored a particular event. The Township should continue to utilize the public participation opportunities provided by CRC to encourage each target audience to become involved in stormwater related activities.

The following methods of encouraging public participation within the Township should be utilized:

- A. Prior to adoption of any ordinance required by the MS4 permit, provide adequate public notice and opportunity for public review, input and feedback.
- B. Provide an annual update regarding the Township's MS4 program at a public meeting.
- C. Encourage reporting of illicit discharges by maintaining the *Who Are You Going to Call?* phone number list and providing a citizen complaint form on the Township website.
- D. Adequately advertise CRC events to the target audience by appropriate means, which could include posting information at the Township building and on the Township LED signs, updating the website, an announcement at public meetings or through specific mailings. Sponsor events as Township resources permit.
- E. Ensure that MS4 periodic reports are available for review by the public at the Township building.
- F. Keep sufficient records for stormwater related events that involved participation from any of the target audiences. Documentation should include the name and date of the event, as well as the number of participants from East Goshen Township.

ILLICIT DISCHARGE DETECTION AND ELIMINATION PROGRAM

The following procedures are anticipated to be implemented to conduct East Goshen Township's *Illicit Discharge and Elimination Program*:

A. Identifying Priority Areas

In order to conduct a thorough *Illicit Discharge Detection and Elimination Program*, the Township should maintain the map that includes all outfalls and surface waters, as well as the entire storm sewer system including roads, inlets, piping, swales, catch basin, channels, basins and any other features of the Township's storm sewer system.

All regulated outfalls in the Township should be visually screened for dry weather flow one (1) time during the permit cycle. As the Township is located within the High Quality (HQ) portion of Ridley Creek, priority should be given to outfalls located in this watershed. Additional outfall screenings may be necessary based on the results of the first inspection, or if biological/chemical testing indicates pollutants are present.

B. Screening Outfalls

All outfalls that are the responsibility of the Township should be visually screened for dry weather flow one (1) time during the permit cycle. Should the visual inspection indicate that an illicit discharge may be occurring, the dry weather flow should be tested for appropriate biological and/or chemical parameters. Biological and chemical testing parameters may vary and should be appropriate for the suspected pollutant (i.e., testing for fecal coliform where a sanitary sewer cross connection is suspected). Common parameters for dry weather flow which may contain pollutants include, but are not limited to: pH, conductivity, E. Coli bacteria, fecal coliform bacteria, metals, suspended solids, dissolved solids, oils, ammonia, detergents, chlorine and fluoride. All outfall inspection information should be recorded on the *Outfall Reconnaissance Inventory/Sample Collection* form.

Additional outfall screenings may be necessary based on the results of the first inspection, or if biological/chemical testing indicates pollutants are present.

Laboratory analysis may be required for some biological and chemical testing parameters (i.e. fecal coliform). Inspectors should become familiar with laboratory requirements such as sampling technique, storage of the sample, and holding times prior to conducting outfall screenings.

If dry weather flow is not present, sampling and testing is not required.

Outfall screening records should be retained for inclusion in the Township's periodic MS4 report.

Personnel conducting the outfall screenings should carry proper Township identification at all times and wear appropriate personal protective equipment.

C. Identifying the Source of an Illicit Discharge when Contaminated Flow is Detected

Should an illicit discharge be confirmed during outfall screening and testing, the Township is required to determine the source of pollution. After determining the drainage area to the outfall, the following procedures may be utilized to track an illicit discharge to its source:

1. Storm Drain Investigation

Using the Township's storm sewer map, field crews begin at the outfall and follow the storm sewer upstream. Depending on the drainage area, multiple sections of the storm sewer system may need to be investigated. Manholes and/or inlets should be inspected while following the storm sewer for indicators of pollution. Biological and/or chemical sampling should be performed at reasonable locations upstream of the outfall to isolate the source of the illicit discharge.

2. On-Site Investigations

To pinpoint the exact source of an illicit discharge within the storm sewer network, additional testing may be necessary including dye testing, video testing, or smoke testing. The Township should select the appropriate testing method based on drainage area, frequency of the illicit discharge, location, and property accessibility.

3. Septic System Investigations

In areas of the Township where an illicit discharge is suspected to be sewage related and public sewer is not available, investigation of on-lot sewage disposal systems may be necessary. The homeowner(s) should be surveyed and a visual inspection of the property should be conducted to determine the condition of the on-lot sewage disposal system and its potential to be the source of an illicit discharge. Questions to ask during the homeowner survey include:

- a. How many people live in the house?
- b. What is the septic tank capacity?
- c. Do drains in the house run slowly or not at all?
- d. When was the system last inspected or maintained?
- e. Does sewage back up into the house through drain lines?
- f. Are there any wet areas of the yard or any odor?
- g. Is effluent piped to an absorption area or elsewhere?

During the visual inspection of the property, investigators should note if any of the following are present:

1. Foul odor indicative of sewage
2. Wet, spongy ground or lush plant growth

3. Algal blooms or excessive weed growth in adjacent ditches, ponds and streams
4. Shrubs or trees within 10 feet of the system with root damage
5. Location of vehicles or other heavy objects over the system's absorption area
6. Runoff that flows over the absorption area
7. Exposed system components
8. Visible liquid indicative of sewage on the surface of the absorption area
9. Obvious system bypasses (i.e. pipe discharges to stream)

For additional information regarding the tracking of illicit discharges, Township personnel should reference *Illicit Discharge Detection and Elimination- A Guidance Manual for Program Development and Technical Assessments* (Center for Watershed Protection & University of Alabama, October 2004).

D. Eliminating an Illicit Discharge

When the source of an illicit discharge is identified, the Township is required to eliminate the illicit discharge. If the source of the illicit discharge is the responsibility of the Township (i.e. a Township owned sanitary sewer pipe), appropriate repairs must be completed to eliminate the source of pollution. If the source of the illicit discharge is the responsibility of a property owner, the Township shall follow the procedures regarding notification and enforcement as set forth in §195 - *Stormwater Management* of the East Goshen Township Code.

E. Access to Private Property

In some instances it may be necessary to access private property during outfall screenings, tracking an illicit discharge, or when trying to eliminate a source of pollution. Every effort should be made prior to field work to notify the property owner that access will be required. If prior notification is not feasible, an attempt to notify the property owner should be made at the time of inspection. When Township personnel determine that an outfall is not accessible due to safety concerns or because the property owner could not be notified, a note should be made on the *Outfall Reconnaissance Inventory/ Sample Collection* form to be included with the MS4 periodic reports.

F. Reported Illicit Discharges

When an illicit discharge is reported to the Township, appropriate personnel should conduct a site visit to determine if an illicit discharge is present. If it is determined that an illicit discharge has occurred, the Township should identify the source per the procedures noted above. In all cases, whether an illicit discharge was confirmed or not, a field report should be completed that contains the date, location, and field observations and be included with the MS4 periodic report.

POST CONSTRUCTION STORMWATER MANAGEMENT BMP INSPECTION PROGRAM

The *Post Construction Stormwater Management BMP Inspection Program* for East Goshen Township has been developed to ensure adequate operation and maintenance of all post-construction stormwater management BMPs installed at all qualifying development or re-development projects, including those owned or operated by the Township.

- A. The inventory of all post-construction stormwater BMPs should be maintained. The inventory should include all BMPs installed to meet the requirements of an NPDES permit (sites 1 acre or greater) since March 10, 2003 and include the following information:
 - 1. The exact location of the BMP; BMP owner and/or responsible party
 - 2. Type of BMP and year constructed
 - 3. Maintenance required for the BMP type according to the PA BMP Manual or the site specific plan
 - 4. Actual inspection/maintenance activities for each BMP; and an assessment by the Township determining if proper operation and maintenance occurred.

To date, fifteen (15) qualifying BMPs have been constructed in the Township since March 10, 2003.
- B. Each BMP should be inspected one (1) time during the permit cycle.
- C. Property owners should be notified prior to conducting the inspection.
- D. The approved subdivision, land development, and/or site plan should be utilized during the site inspection to verify proper operation and maintenance of stormwater BMPs(s). As-built plans should be utilized during the inspection, if available.
- E. A field report should be completed for each BMP inspected. Reports should document:
 - 1. Visual observations regarding site conditions
 - 2. Weather
 - 3. Discrepancies between the plan details and the installed BMP
 - 4. Maintenance notes
 - 5. Photographs

- F. Should violations be noted, the property owner should be notified and given the opportunity to properly operate and/or maintain the BMP(s). For continual non-compliance penalties should be issued per the procedures set forth in §195 - *Stormwater Management* of the East Goshen Township Code.

POLLUTION PREVENTION AND GOOD HOUSEKEEPING PROGRAM FOR MUNICIPAL OPERATIONS

The goal of the *Pollution Prevention and Good Housekeeping Program for Municipal Operations* for East Goshen Township is to prevent pollutant runoff from municipal facilities and activities from adversely impacting the storm sewer system or the environment. The following program should be adhered to by municipal employees involved with applicable facilities and activities in the Township:

A. Facilities and Activities

The following facilities are owned or operated by East Goshen Township and have the potential for generating stormwater runoff:

1. Township Building, 1580 Paoli Pike, West Chester Pa 19380 - Parking Lot, Administration Building, and Public Works garage. Small trucks are parked at this garage.
2. Public Works Annex, 1570 Paoli Pike, West Chester, PA 19380 - Public works garage, salt bins, fuel tanks, vehicle maintenance. Large trucks and other equipment are parked in this garage.
3. East Goshen Township Park, 1661 Paoli Pike, West Chester, PA 19380 - Parking lot, ballfields, tennis courts, trail system, two (2) bathrooms, basketball courts, etc.
4. Applebrook Park, 1600 Paoli Pike, West Chester, PA 19380 - Parking lot and trail.
5. Ridley Creek Sewer Plant, 1751 Towne Drive, West Chester, PA 19380 - Tanks, buildings, parking area.
6. Westtown Way yard, Located on east side of Westtown Way across from Ridgewood Apartments - Storage yard containing pipe, inlets, manholes, stone, wood chips, millings, brick, wood, scrap metal bins, etc. There is no building at this location.

The following activities are performed by the Township and have the potential for impacting stormwater runoff:

1. Street Sweeping
2. Snow removal/deicing
3. Inlet/outfall cleaning
4. Lawn/grounds care
5. Storm sewer maintenance/repairs
6. Park and open space maintenance

7. Municipal building maintenance
8. New construction and land disturbances
9. Right of way maintenance
10. Vehicle operation, fueling, washing and maintenance
11. Leaf/yard debris pick up and disposal operations

The Township should maintain the above inventory of applicable facilities and activities, and update it as necessary.

B. Specific Procedures for Storm Sewer Operations and Maintenance

All components of the municipal storm sewer collection system are included in this program. These components include municipal roads, parking lots, or other paved areas; storm sewer inlets, piping and outfalls; swales, ditches or other storm water conveyances; detention/retention basins or other stormwater management structures.

1. Storm Water Facility Operation:

All municipal storm water facilities will be operated according to their design specifications and in a manner that prevents or reduces adverse environmental, public health and safety impacts.

2. Storm Water Facility Inspection:

- a. Inspections will be conducted to evaluate the performance of stormwater facilities and to determine the potential or actual amounts of pollutants, trash and debris entering and discharging from the stormwater collection system.
- b. Inspection frequencies will depend on various factors, but will be at least once per year. The type, size and design of the stormwater facility will be used to guide inspection frequencies. The size of the drainage area, the amount of impervious cover, and the type of activities that occur within the drainage area will affect inspection frequencies. More frequent inspections would be warranted in construction or high vehicle use areas, or in any area that is known or suspected to be at an increased risk for pollution. Severe weather conditions such as heavy rains will usually require follow up inspections to determine the impact to, and performance of, stormwater facilities.
- c. All inspection activities, results and recommendations will be documented in writing.
- d. The overall condition and cleanliness of Township roads and parking lots will be evaluated during routine travel by Public Works staff. Those areas with excessive staining, trash or sediment will be investigated or scheduled for cleaning. Appropriate corrective actions will be considered for any areas exhibiting flooding or poor drainage patterns.
- e. All storm sewer inlets/catch basins will be inspected at least annually to determine the sediment load and overall condition of the structure. If the depth of deposits is greater than or equal to one-third the depth from the basin bottom to the invert of the lowest pipe or opening into or out of the basin, cleaning will be scheduled. Catch basins that accumulate deposits quickly will be inspected more frequently

and the drainage area will also be inspected to determine possible causes. Inlet grates will be inspected for trash or debris that may prevent stormwater from entering the storm sewer system, especially before heavy rains are forecast.

- f. Storm sewer easements and right-of-ways will be inspected at least annually to check for obstructions or any other conditions that might threaten the integrity of the system.
- g. Storm sewer outfall structures will be inspected annually to check for structural integrity and erosion potential.
- h. Township detention/retention basins will be inspected annually to check for sediment accumulation and overall basin conditions. Sediment exceeding 10% of the designed basin depth will trigger sediment removal to the original basin shape and depth. The basin will be inspected for the presence of yard waste or other non-degradable materials. The type and quantity of vegetation will be checked. Basin dikes, berms and spillways will be examined for structural integrity. The basin will be checked to determine if the trash rack is missing or plugged.
- i. Other Township stormwater conveyances, such as swales, pipes, and ditches, will be inspected on a regular basis to check for trash, vegetation, sediment, and erosion conditions.
- j. Any other type of Township stormwater BMP (i.e. wet pond, vegetated swale, infiltration facility, etc.) will be inspected annually according to guidelines contained within the *Pennsylvania Stormwater Best Management Practices Manual*.

3. Storm Water Facility Maintenance:

- a. Township roads and parking lots will be cleaned on a regular basis. Those areas identified by inspections as being more debris prone will be prioritized and cleaned more often. Roadway cleaning will occur after the winter deicing season is over in order to remove accumulated materials. Roadway cleaning may also occur under non-deicing conditions when oil spill clean up materials such as sand or oil dry are applied. This will prevent these oil contaminated materials from being washed into the storm sewer system.
- b. The storage and application of materials used for roadway deicing or traction control will be in a manner that reduces the impact to the storm sewer system and the environment. All storage will be protected from precipitation. Any spillage of materials will be cleaned up to prevent storm water runoff contamination. The application of any material to roads or parking lots, such as deicing compounds, will be only enough to accomplish the task and will take into consideration site specific characteristics such as road width and design, traffic concentration, and proximity to surface waters. The least hazardous materials will be used in environmentally sensitive or protected areas.
- c. Storm sewer inlets/catch basins will be cleaned when inspections reveal an excessive accumulation of sediment or debris. Storm sewer inlet grates will also be cleaned as necessary. Structural repairs to any part of the storm sewer inlet/catch basin will be performed as the need arises. Any storm sewer piping deficiencies will also be corrected. Excessive debris or sediment in any storm sewer piping will be removed. Damaged piping will be replaced.

- d. Free flow of water from outfalls will be maintained by removal of debris and obstructions. Velocity reducers at outfalls will be maintained or replaced as necessary.
- e. Detention basin sediment removal will occur when the basin is completely dry. Disturbed areas will be immediately stabilized and re-vegetated. Yard waste or non-degradable waste in a basin will be removed. Spillways and overflows will be maintained to allow for uninterrupted flow. Nuisance or exotic/invasive basin vegetation will be removed. Mowing and/or trimming of vegetation will occur as needed to sustain the basin and all detritus will be removed. Vegetative basin cover will be maintained at 95%. Areas of bare or sparse vegetation will be addressed by soil aerating, conditioning, seeding and mulching (as necessary) to restore a proper vegetative cover. Potential mosquito problems from unwanted standing water will be addressed by introduction of mosquito predators or by implementation of a pesticide plan.
- f. Any planned herbicide or pesticide application in a basin or any part of the storm sewer collection system will be reviewed by qualified persons in order to comply with all applicable regulations and to prevent adverse water quality impacts. The use of herbicides and pesticides will be limited as much as possible.
- g. Any other type of township storm water BMP (i.e. wet pond, vegetated swale, infiltration facility, etc.) will be maintained according to guidelines contained in the *Pennsylvania Stormwater Best Management Practices Manual*.
- h. Any materials recovered from any part of the storm sewer collection or treatment system will be handled and disposed of in accordance with all applicable state and federal disposal regulations.
- i. All maintenance activities will be documented in writing. Pictures will be taken of various storm sewer system components to document pre- and post-maintenance conditions.

C. Specific Procedures for Municipal Vehicles:

The Township owns approximately forty-three (43) vehicles. The following procedures should be followed when operating and maintaining municipal vehicles:

1. Municipal Vehicle Operation:

- a. All municipal vehicles will be operated in a manner that reduces the potential for pollution to the municipal storm sewer system and the environment. This includes obeying all road and traffic rules and being alert at all times.
- b. In the event of a vehicle pollution incident involving either vehicle fluids or cargo, all attempts will be made to prevent the spilled material(s) from entering the storm sewer system or nearby waterways. This could include diking, damming, absorbing, or removing the material from the affected area. All recovered material will be properly disposed of in accordance with all applicable state and federal waste disposal regulations. Appropriate spill containment and recovery equipment will be maintained at the Public Works facility. For any spill beyond the Township's ability to address, local contractors will be contacted to provide assistance. An up to date list of appropriate contractors will be maintained and readily available. A list of other entities to be contacted (i.e. PADEP, PA Fish & Boat Commission, water users/intakes, etc.) will be maintained and available.

2. Municipal Vehicle Maintenance:

- a. All vehicle maintenance will be performed indoors to reduce the potential for leaks or spills to impact the stormwater system.
- b. Products of maintenance activities, such as greasy rags, oil filters, air filters, batteries, degreasers, used oil and coolant, etc. will be placed in appropriately labeled containers for proper disposal or recycling. If these containers can not be stored under roof, they will be placed in secure areas with provisions to prevent releases to the environment.
- c. Areas containing spillage or contaminants will not be washed so that the runoff could enter the storm sewer system. Dry cleanup methods will be utilized as much as possible.
- d. Drip pans or containers will be used for all leaking vehicles. Outdoor vehicle storage areas will be periodically inspected to check for evidence of uncontrolled leakage.
- e. Suitable materials will be maintained on site for the cleanup and disposal of oils, chemicals, or other hazardous materials.
- f. Indoor floor drains will not be connected to any part of the storm sewer system and will not allow the discharge of pollutants to the environment.
- g. Non-hazardous cleaners and solvents will be used whenever possible.
- h. Vehicle storage and maintenance areas will be routinely inspected to determine the effectiveness of the pollution prevention program. Inspections records will be maintained and any deficiencies will be promptly addressed.

3. Municipal Vehicle Fueling:

- a. All vehicle fueling operations will be constantly monitored to prevent or react to spillage.
- b. All underground storage tanks will be operated and maintained according to all applicable local, state or federal requirements. This could include the use of overfill prevention equipment, corrosion protection equipment, and spill detection equipment.
- c. Aboveground storage tanks will be supplied with suitable secondary containment.
- d. "Topping off" of vehicle fuel tanks will be discouraged through training and signage.
- e. All spillage from fueling activities will be controlled and cleaned up immediately. Appropriate clean up materials such as oil dry or absorbent pads will be maintained at the fueling area and will be used to prevent spillage from entering the storm drain system. Water will not be used to clean up any spillage.

4. Municipal Vehicle/Equipment Washing:

- a. Municipal vehicles will be washed at commercial car washes whenever possible.
- b. If commercial car washes are not viable, designated washing areas will be established, preferably indoors where wash water can be recycled or directed to treatment.
- c. If outdoor washing occurs, it will be conducted so that the runoff will not enter the storm sewer system.
- d. Phosphate-free biodegradable detergents will be used whenever possible.
- e. If needed, vehicle/equipment wash water will be collected and discharged to the sanitary sewer system.
- f. The waste water generated from any power washing or steam cleaning activity will not be allowed to enter the storm sewer system.

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Memo

East Goshen Township

Date: April 4, 2016
To: Board of Supervisors
From: Rick Smith, Township Manager
Re: Milltown Dam – Sediment Testing

Gannett Fleming is proposing to test eight samples (six samples of the sediment along with one duplicate for quality control and another one to test the quality of the decontamination procedure).

This will provide us with a snap shot of the sediment in the Reservoir. If these test turn up something, we would need to undertake additional testing to determine the limits of the contaminated area.

The cost for this testing is \$26,300, and they estimate two month to complete this task.

In light of the concerns expressed by the residents I would suggest that you authorize Gannet Fleming to proceed.



Excellence Delivered **As Promised**

April 4, 2016

Mr. Rick Smith, Jr., Township Manager
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380-6199

Dear Mr. Smith,

**Subject: Dam Related Engineering Services for East Goshen Township
Sediment Screening Level Study for Milltown Dam**

As requested by East Goshen Township (Township), we are pleased to provide you with a scope and fee proposal to screen sediments of the Milltown Dam Reservoir for potential contamination from years of sediment accumulation. This study is designed to assist East Goshen Township in evaluating future plans for Milltown Dam. GF proposes to screen the material in-place to determine its fill classification under the Pennsylvania Management of Fill Policy Document No. 258-2182-773, dated August 7, 2010. The sediments will also be compared to Pennsylvania Human Health Standards set forth in the Pennsylvania Land Recycling Program, also known as Act 2. The evaluation will determine if the sediments could present a human health or ecological concern which would indicate special handling and possible use restrictions. The evaluation may also determine that the material may be considered “clean” and therefore used as clean fill without restriction.

In July 2015, GF determined sedimentation depths by comparing the 1923 construction drawing contours to the current top of sediment elevations. The bathymetric survey provided a detailed map of the sediment depths throughout the reservoir. Approximately 46,800 cubic yards of sediment is estimated to be present. The sediment depths range from 0 to 12 feet. The Work Plan below presents our detailed approach to screen sediments for use in your decision making process.

SCOPE OF SERVICES

The following provides our understanding of the scope of services and our proposed work plan for screening sediments within Milltown Dam. The scope and fee provided herein is based on

Gannett Fleming, Inc.

P.O. Box 67100 • Harrisburg, PA 17106-7100 | 207 Senate Avenue • Camp Hill, PA 17011-2316
t: 717.763.7211 • f: 717.763.8150
www.gannettfleming.com

the assumption that the reservoir will not be dewatered to facilitate the collection of soil samples in the field.

Item 1. **Health and Safety Plan** – A Site Health and Safety Plan (HASP) will be generated to apply to GF field personnel. Addendums to the HASP will include a section on boating safety and environmental field sampling that is customized to the assignment. The HASP will include the recommended personal protective equipment that is anticipated to be used during the site investigation (modified Level D). All field personnel will be required to have a minimum of OSHA 40-hour Hazardous Waste Operations training prior to conducting the investigation. Field personnel using small boats/watercrafts will be certified by the Commonwealth of Pennsylvania Fish and Boat Commission for Boating Safety Education. The HASP will include directions to the nearest hospital for emergency care and will list phone numbers of emergency responders in the area along with the contact information of the GF team.

Utility Clearance – GF will initiate the PA One Call for the proposed sample locations. The PA One Call requires a three business day notice prior to the start of field work. In addition, GF will consult with East Goshen Township to review the potential for private utilities that may occur within the sampling areas.

Item 2. **Sediment Sampling Plan** – Based on the bathymetric survey, GF proposes up to three (3) sampling locations throughout the reservoir to evaluate sediments from the varying depths, locations, and depositional areas. The first sampling location will be at the lower end of the reservoir where the deepest sediment profile was mapped at a depth of 12 feet. The sampling profile will be divided into three zones (0-4 ft., 4-8 ft., and 8-12 ft). Four grab samples will be collected from each zone and one composite sample will be analyzed from each zone for laboratory analysis.

The second sampling location will be located in the middle of the reservoir where the sediment profile was mapped at a depth of 3 feet. The sampling profile will be divided into two zones (0-1.5 ft. and 1.5-3 ft.) Four grab samples will be collected from each zone and one composite sample will be analyzed from each zone for laboratory analysis.

The third sampling location will be located in the top of the reservoir where the sediment profile was mapped at a depth of 2 feet. The sampling profile will consist of one zone. Four grab samples will be collected one composite sample will be analyzed from the single zone for laboratory analysis.

The intent is to profile the entire sediment depth at each location. Each profile will be evaluated and logged on field sheets to record sediment characteristics, textures, odors, and physical traits. GF proposes to collect sediment samples where layering is observed in order to screen specific sediment layers.

Field methods to physically locate and collect sediment samples at multiple depths will require the use of varying techniques. GF will deploy small boats equipped with sampling gear to position and collect sediments at specified locations. Sediment sample locations will be surveyed using GPS with sub-meter accuracy to locate the sampling point for placement on project mapping. GF proposes to utilize the following tools and devices to obtain the sediment samples:

- Ekman Bottom Grab Sampler - (Top of Sediment to 1 ft. in depth)
- Ogeechee Corer Sampler (Top of Sediment to 3 ft. in depth)
- Sediment augers and extension rods (Top of Sediment to 6 ft. in depth)
- Pipe casing, sediment augers and extension rods (Top of Sediment to 12 ft. in depth)

GF proposes to collect up to six (6) composite samples consisting of four grab samples. Samples will be placed into laboratory supplied bottleware and submitted to a PA accredited laboratory under chain of custody documentation. GF does not suspect that volatile organic compounds of concern would be present in the sediments, therefore that analysis is excluded from the characterization at this time. GF recommends the following analyses to screen sediments based on the historic land uses (agriculture and urbanization) since the dam was constructed:

- Semivolatile organic compounds (SVOCs) with library search using EPA method SW-846/ 8270C
- Inorganics (TAL Metals) using EPA method SW-846/6010B
- Polychlorinated Biphenyls (PCBs) using EPA Method SW846/8082
- Chlorinated Pesticides using EPA Method SW846/8081A
- Herbicides using EPA method SW846/8151A
- pH using EPA method 9045 (soil/water).

Quality assurance and quality control samples will be collected to verify the field procedures and check the laboratory results in order to confirm the results of the field effort with confidence. GF proposes to collect one (1) duplicate sample from the sampling effort for quality assurance and quality control purposes. This sample will be given a similar naming nomenclature and placed in the next sequential order of the sampling scheme. GF proposes to collect one (1) equipment rinsate blanks during the course of fieldwork to ensure the quality of the decontamination procedures.

Decontamination Procedures and Investigation Derived Waste (IDW) are part of the sampling plan. Sampling equipment will require decontamination procedures to prevent cross-contamination issues during field collection efforts. Where feasible, sampling equipment will be dedicated to avoid the need for decontamination and generation of decontamination fluid. The advancing samplers will need to be

decontaminated between borings and will be decontaminated in accordance with EPA Standard Operating Procedures. The decontamination procedure of the sediment sampling equipment hardware will consist of the following:

- Physical removal of soil and debris;
- Non-phosphate detergent wash;
- Tap water rinse;
- Distilled/deionized water rinse;
- 10% nitric acid rinse;
- Distilled/deionized water rinse;
- Solvent rinse (pesticide grade);
- Air dry; and
- Distilled/deionized water rinse

The decontamination fluid will be field filtered to remove suspended solids and then pumped under pressure through an enclosed vessel charged with granulated activated carbon. The treated water will be discharged in uplands directly to the ground surface. Other IDW including disposable gloves and acetate sleeves will be disposed of as residual waste.

Item 3. Sediment Characterization Technical Memorandum– GF proposes to describe the sediments and generate a technical memorandum documenting the sampling methods used to screen the material, present the laboratory analytical results, and provide a comparison of detections to their respective Statewide Health Standards and PADEP concentration limits for fill. This report will be used in future decision making regarding sediment handling, dredging, dewatering, transport, final disposal, and permitting.

GF's report will include a description of the field investigation, methods, sample location maps and figures, sediment logs, photo logs, laboratory analytical reports with chain-of-custody documents, QA/QC plan, summary table comparing the analytical results to the Pennsylvania Statewide Health Standards Medium Specific Concentrations, and a conclusion statement if the sediment meets clean fill or regulated fill guidelines.

ASSUMPTIONS

The following assumptions were made in the preparation of this scope and fee proposal:

1. Property access will be authorized through the Township.
2. Reservoir water depths are estimated at 0-5 ft under normal flow conditions.
3. GF will refrain from conducting sample collection efforts during storm events.
4. This scope assumes that the fieldwork would be conducted during seasonal conditions suitable for reservoir access.
5. GF anticipates that the field sediment collection effort will require two field technicians for two field days.
6. GF anticipates requesting laboratory standard turnaround times.

7. The preparation of permits is not included in this scope of work.
8. Volatile organic compounds are not suspected to occur in the sediments at concentrations of concern given that most VOCs would be stripped from sediments while in suspension and before deposition.
9. Cost includes the analyses of 6 composite sediment samples and one duplicate sample and one equipment rinsate blank. Additional samples can be billed separately at cost, if needed. No additional sample collection is proposed.
10. A delineation of contaminated areas is not included in this work scope. Should the sampling results find contaminants, additional field investigations may be required to delineate the limits of contaminated areas. Sample speciation is not included in the laboratory fees.

COMPENSATION

Our proposed lump sum fee to perform the sediment screening level study as described within this proposal letter is as follows:

Labor Costs:	\$15,905.00
<u>Direct Costs</u>	<u>\$10,395.00</u> (i.e., lab & material costs, travel expenses, etc.)
Total Lump Sum Fee:	\$26,300.00

SCHEDULE

GF is prepared to mobilize to complete the investigation upon approval of this work plan. The investigation, lab analyses and report preparation are anticipated to require two months to complete following the notice to proceed.

These services can be provided under our current Master Services Agreement. Should the Township choose to secure our services to perform the sediment sampling as described within this proposal, we will provide you with a Service Authorization under a separate cover letter to amend our Master Services Agreement for this work activity. If you have any questions about the proposed services or need additional information, please do not hesitate to call me or Mr. Dave Graff of our office at 717-763-7212, extensions 2828 and 2073, respectively. We thank you for the opportunity to provide this proposal and look forward to continuing our relationship with the Township.

Sincerely,

GANNETT FLEMING, INC.
Environmental Resources Division



ERIC C. NEAST, P.E.
Project Manager
Dams and Hydraulics Section

Memo

East Goshen Township

Date: April 4, 2016
To: Board of Supervisors
From: Rick Smith, Township Manager
Re: Milltown Dam – Emergency Action Plan

The Township has an Emergency Action Plan (EAP) for the Milltown Dam and the EAP needs to be updated every 5 years. The Milltown Dam was last updated on October 20, 2010, which meant that the EAP should have been updated by October 20, 2015.

However, given the uncertainty about Dam, I requested and PA DEP granted us a one extension until October 20, 2016.

I solicited a proposal from Gannet Fleming to update the EAP and as you might expect PA DEP has changed the format for EAPs so ours will have to be completely rewritten.

Since the future status of the Dam is uncertain, they state that an August 1, 2016 notice to proceed would allow them to meet the October 20, 2016 deadline.

Accordingly, the Board would need to take action on this proposal at your meeting on July 19, 2016, unless the Board has previously decided to decommission the Dam.



*Excellence Delivered **As Promised***

April 4, 2016

Mr. Rick Smith, Jr., Township Manager
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380-6199

Dear Mr. Smith,

**Subject: Dam Related Engineering Services for East Goshen Township
Review and Update of Emergency Action Plan (EAP) for Milltown Dam**

As requested by East Goshen Township (Township), we are pleased to provide you with a scope and fee proposal to review and update the Emergency Action Plan (EAP) for Milltown Dam (D15-146) which was last revised in October 2010. It is our understanding that the Pennsylvania Department of Environmental Protection (DEP), Division of Dam Safety has granted the Township a one year extension from October 20, 2015 to October 20, 2016 for completing the EAP update.

As you know, the Township is currently evaluating options to resolve inadequate spillway capacity at Milltown Dam. Depending on the alternative which is chosen and the timeframe in which the Township implements said modifications, the scope and fee provided herein may or may not be valid or even needed for the selected alternative (i.e., such as in the event that the dam is decommissioned or the dam is reduced to a low hazard structure). Once the Township makes a decision on how to proceed, we would be happy to discuss the implications of the selected alternative as it relates to the Milltown Dam EAP. As discussed within this proposal, the schedule for completing the EAP update is dependent upon obtaining timely feedback from the reviewing agencies. However, we feel that an August 1st notice to proceed date would allow adequate time to update and submit a draft EAP to DEP by the October 20, 2016 deadline.

SCOPE OF SERVICES

Based on the Township's request and our discussions with Tom Bold of DEP, Division of Dam Safety, the following provides our understanding of the scope of services required to update the EAP for Milltown Dam. It is noted the format used in the EAP approved in 2010 has since been

Gannett Fleming, Inc.

P.O. Box 67100 • Harrisburg, PA 17106-7100 | 207 Senate Avenue • Camp Hill, PA 17011-2316
t: 717.763.7211 • f: 717.763.8150
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updated. The scope and fee provided herein will bring the Milltown Dam EAP into compliance with current DEP guidelines.

- Review and update the content of the existing EAP for Milltown Dam to ensure information presented is relevant and up-to-date.
- Contact County and Township contacts listed on the telephone roster to determine if any changes or additions should be made to the list of emergency response agencies.
- Revise and update the format of the existing EAP to adhere to current PADEP guidelines.
- Assess the downstream inundation area and confirm, using latest available 2015 aerial imagery, that no new development or significant hydraulic changes have occurred that would warrant updating the existing failure wave inundation extents. Review will identify any new dwellings, businesses, schools, stores, or roads that could have been built since the EAP was last revised. This scope of services does not include restudying the dam breach or updating the inundation extents, should such work be deemed necessary during the review.
- Develop new inundation maps on the latest available 2015 aerial imagery, which adhere to the current PADEP guidelines. The map set will consist of two (2) 11"x17" sheets, covering the entire downstream inundation at a scale not exceeding 1 inch equal 1,000 feet. Redelineate the inundation boundary using 2008 PAMAP LiDAR and the water surface elevations computed from the 1996 Dam Break Study developed by Yerkes Associates, Inc.
- Locate Traffic Control Points (TCP) based off of the original inundation map, identify new TCP locations as necessary and revise original TCP locations as appropriate. TCPs will be included and annotated with the original ID on the inundation maps.
- Submit electronically in PDF format the revised EAP drafts with the updated inundation map to Township and Emergency Management Coordinators for review and approval. Upon approval, the Township and Emergency Management Coordinators will sign the Promulgation and Concurrence page of the EAP and return it to Gannett Fleming, either electronically or in hardcopy for inclusion in the draft revised EAP.
- Submit two (2) hardcopies of the draft revised EAP with signed Promulgation and Concurrence pages to PADEP for their distribution to the Pennsylvania Emergency Management Agency (PEMA) for review and approval.
- Address all review comments and seek final approval of the EAP by PADEP and PEMA. A hardcopy of the final Promulgation and Concurrence page will be distributed to the Township and Emergency Management Coordinators for original authorization for inclusion with the final approved EAP.
- Distribute the final approved EAP.
 - Gannett Fleming will distribute six (6) hardcopies to PADEP who then will distribute to PEMA and others.
 - Gannett Fleming will also distribute approximately fourteen (14) hardcopies and an electronic copy in PDF format to the Township who then will distribute to

approximately thirteen (13) emergency response agencies identified as having a responsibility in Section IV.D. through IV.I. of the EAP.

- Within 60 days of the date of PADEP's approval letter, the Township will provide DEP with a courtesy copy to Gannett Fleming, a statement certifying that the EAPs have been distributed to the appropriate emergency response agencies and that the NOTICE form, as included in the EAP, has been posted in placed identified in Section V.B. of the EAP.

ASSUMPTIONS

The following assumptions have been made in the development of this proposal:

- ◆ No new development or significant hydraulic changes have occurred downstream of the dam that would warrant updating the previously delineated failure wave inundation extents.
- ◆ No new hydrologic or hydraulic modeling will be required as part of this assignment. If remodeling and remapping are required, they will be performed under a separate authorization.
- ◆ Information that will be used to develop new inundation map: Inundation and information from the Breach Analysis developed for Milltown Dam DEP No. D15-146 by Yerkes Associates, Inc. dated June 19, 1996 and approved via correspondence by Donald Martino, PE (Chief – Division of Dam Safety) to Mr. Curtis R. English, III of Yerkes Associated, Inc. dated July 15, 1996.
- ◆ Per DEP's latest record, the Owner has not received the required CEM Planner training necessary to submit EAPs via the electronic database. DEP thereby has recommended this EAP update be submitted via hardcopy. Gannett Fleming has received the required training to be abreast of latest regulations in order to assist Owners with all their EAP requirements.

COMPENSATION

Our proposed lump sum fee to review and update the EAP for Milltown Dam as described within this proposal letter is **\$10,980.00**.

SCHEDULE

Gannett Fleming will provide the draft EAP for Milltown Dam with updated inundation maps to the Owner, Operator, and County EMAs for review and approval within six weeks of the date of authorization of this agreement. Once Promulgation and Concurrence has been obtained, Gannett Fleming will submit the revised draft EAP to PADEP for review and approval within one week. Gannett Fleming understands the deadline for the revised final EAP to DEP is October 20, 2016.

GannettFleming
Mr. Rick Smith
East Goshen Township

4

April 4, 2016

These services can be provided under our current Master Services Agreement. Should the Township choose to secure our services to perform the EAP update as described within this proposal, we will provide you with a Service Authorization under a separate cover letter to amend our Master Services Agreement for this work activity. If you have any questions about the proposed services or need additional information, please do not hesitate to call me or Paul Schweiger at 717-763-7212, extensions 2828 and 2504, respectively. We thank you for the opportunity to provide this proposal and look forward to continuing our relationship with the Township.

Sincerely,

GANNETT FLEMING, INC.
Environmental Resources Division



ERIC C. NEAST, P.E.
Project Manager
Dams and Hydraulics Section

MAR 3 2016

March 2, 2016

Rick Smith, Manager
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380-6199

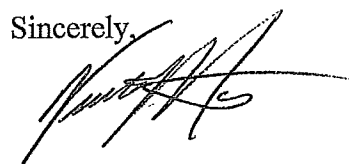
Re: EAP Extension
Milltown Dam
DEP File No. D15-146

Dear Mr. Smith:

The Department has received correspondence dated July 7, 2015 from East Goshen Township requesting a one year extension to the deadline for submission of an updated Emergency Action Plan for Milltown Dam. This request has been made in order to give the Township time to review Gannett Fleming's assessment of the dam in its current condition and then be in a better position to decide upon the future of the dam. The Department has reviewed this request and has agreed to extend the Emergency Action Plan submittal deadline from October 20, 2015 to October 20, 2016.

If the Township decides to rehabilitate the dam, the Township can then direct any questions regarding updating the Emergency Action Plan to Tom Bold at 717.772.5950.

Sincerely,



Heath A. Maines
Eastern Section
Division of Dam Safety

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: 4/1/2016

To: Board of Supervisors

From: Mark Gordon, Township Zoning Officer 

Re: SWM Operation and Maintenance Agreement

Dear Board Members:

I have the following SWM Operation and Maintenance agreement to be submitted for approval. This is for a new home on Cornwallis Drive.

Draft Motion:

I move that we authorize the Chairman to execute the following storm water management operation and maintenance agreement:

1. 947 Cornwallis Drive

**EAST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2016-98

**A RESOLUTION RECOGNIZING APRIL 19, 2016,
AS "RICK SMITH DAY" IN EAST GOSHEN TOWNSHIP**

WHEREAS, Louis F. "Rick" Smith was hired by East Goshen Township in the summer of 1969 as a part-time seasonal laborer in the East Goshen Township Public Works Department;

WHEREAS, Rick was hired by East Goshen Township on a full-time basis in June 1970 as an Equipment Operator;

WHEREAS, Rick was promoted to Roads Foreman in 1975 and Public Works Director in 1980;

WHEREAS, Rick was promoted to Township Manager in 1987;

WHEREAS, Rick has overseen the growth of East Goshen Township from a small farming community into a dynamic AAA-rated municipality with 18,026 resident and a thriving business sector;

WHEREAS, Rick's ability to bring together stakeholders from the public and private sectors to work towards a common goal is unrivalled in Chester County;

WHEREAS, Rick is the recipient of the Chester County Chamber of Business and Industry's 2016 J. Larry Boling Excellence in Government Award.

BE IT RESOLVED THAT Tuesday, April 19, 2016, shall henceforth be known as "Rick Smith Day" in East Goshen Township

ADOPTED, this 12th day of April, 2016.

ATTEST:

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS**

Secretary

Memo

East Goshen Township

1580 Paoli Pike

West Chester, PA 19380

Voice (610) 692-7171

Fax (610) 692-8950

E-mail rsmith@eastgoshen.org

Date: April 8, 2016

To: Board of Supervisors

From: Rick Smith, Township Manager

Re: Futurist Committee

It has been suggested that the Board consider increasing the number of members on the Futurist Committee.

I reviewed the minutes and at your meeting on November 19, 2013 the Board unanimously approved a motion to "appoint a committee of volunteers with an interest in this matter to serve on a Township Futurist Committee".

The minutes do not contain any language that established the number of members.

The Board subsequently advertised for members, interviewed a number of candidates and on March 4, 2014 appointed three residents to the Commission.

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**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
TUESDAY, APRIL 5, 2016 – 7:00 pm
DRAFT MINUTES**

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

Call to order & Pledge of Allegiance:

Senya called the meeting to order at 7:00 pm and asked Erich to lead the assembly in the Pledge of Allegiance.

Moment of Silence:

Carmen 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 Lochwood Lane, recorded the meeting.

Chairman’s Report:

a. Senya announced that the Board met in executive session on March 28th and prior to the meeting tonight with the Township Solicitor to discuss a legal matter.

b. Jason Lang announced that the Township was awarded a \$1,000,000 TAP grant from the Delaware Valley Regional Planning Commission for the Paoli Pike Trail.

c. Chuck announced that the WEGO Police Department was officially accredited by the Pennsylvania Chiefs of Police Association, making it only the second department in the state to receive this honor. He added that the accreditation should result in a reduction in WEGO’s liability insurance premiums.

d. Senya announced that action on the Saints Peter and Paul variance application was tabled until April 12, 2016.

Consider Resolution Authorizing the Temporary Closure of Hibberd Lane to Thru Traffic

Chuck made a motion not to authorize the temporary closure of Hibberd Lane. Janet seconded the motion.

Cathy Rossetti, 1701 Hibberd Lane, stated that her neighborhood is a racetrack and that it is minor imposition for motorists to find an alternate route to Paoli Pike.

1 *Frank Morgan, 1704 Clocktower Drive*, stated that any speeding on Hibberd Lane can be
2 reduced by the installation of traffic calming devices and that he doesn't believe there has been
3 an increase in traffic on Hibberd Lane.

4
5 *Kevin Doyle, 624 Thorncroft*, asked if under the terms of the easement there was a limit on the
6 number of cars that could travel on Hibberd Lane. Senya responded that there was not such a
7 limit.

8
9 *Libby Nulty, 1716 Clocktower Drive*, asked how many speeding tickets had been issued on
10 Hibberd Lane. Chuck responded that during a recent 22-hour special police detail on Hibberd
11 Lane, there had been one ticket and one warning issued. Ms. Nulty observed that it's difficult to
12 speed on Hibberd Lane.

13
14 *Dan Flynn, 1706 Cricket Lane*, asked that the motion be tabled. He said the Township needs
15 professional help with its traffic engineering and criticized the Township's planning.

16
17 *Joe Cash, 1723 Clocktower Drive*, stated that he is concerned about the behavior of one or more
18 residents on Hibberd Lane who have been shining bright lights in motorists' eyes as they pass
19 and stepping out in front moving cars.

20
21 *Jeanne McParland, 732 Peach Tree Drive*, asked the Board to explain the legal status of Hibberd
22 Lane. Skip explained that Hibberd Lane is a private road maintained by the Preserve at
23 Applebrook and IMX, but a public thoroughfare with public access.

24
25 Mr. Doyle stated that a traffic cone has been placed in the middle Hibberd Lane and a camera
26 has been placed on top of a stop sign. He observed that these may create an unsafe environment
27 and asked what can be done about them. Skip responded that probably nothing can be done about
28 the camera as it is on private property. Rick added that probably nothing can be done about the
29 cone either as it is intended as a calming device.

30
31 *Mary McCloskey, 1727 Clocktower Drive*, said that she was saddened that we bicker about a
32 road closing and asked whether Applebrook residents would feel more comfortable if motorists
33 put signs in their windshields attesting that they were local.

34
35 Ms. Rossetti stated that she appreciated the cooperative spirit that she had heard from the
36 Clocktower residents in attendance.

37
38 The motion passed unanimously.

39
40 **Fire Marshal Report:** Carmen explained that he received a complaint about a burning on
41 March 25th at 1331 Strasburg Road. The owner had torn down a part of his property and was
42 burning it. The owner ultimately agreed to put out the fire and the matter was referred to the
43 Township Zoning Officer.

44
45 **Consider Partnering with the Exchange Club of West Chester for a Field of Honor Event:**

46 Jason explained that the Park & Recreation Commission was recommending that the Township

1 partner with the Exchange Club for this event rather than issuing a park permit. Senya noted that
2 the Board had previously requested a detailed program and plan for the event and that Jason
3 consult with the Solicitor about whether holding it would set a precedent. Jason noted that he had
4 spoken with Kristin Camp about the matter and that she had suggested the partnership idea to
5 avoid setting a precedent. Senya added that the Board still needed more details about the event,
6 including the number of attendees and flags. Janet added that she'd like to know about the
7 impact that the event could have on the surrounding neighborhood.

8
9 *Steve Douglass, President of the Exchange Club of West Chester*, explained that there would be a
10 minimum of 1,000 flags and a maximum of about 2,000, depending on sponsorship levels. He
11 explained that his group cannot begin fundraising until it can agree to a contract with the
12 Colonial Flag Foundation, and having a location for the event is a requirement before the
13 contract can be signed. He added that the event would probably start on the Friday before
14 Memorial Day 2017 and end on Memorial Day itself, with a day needed before and after the
15 event for set-up and clean-up. He explained that the daily hours would probably be from sunrise
16 to 10:00pm. However, he said that the contract requires that the field be lit with proper flag
17 etiquette. He also explained that it's hard to predict attendance. He noted that a similar event in
18 Hanover, PA was held with 3,000 flags and as many as 5,000 attendees. Mr. Douglass agreed to
19 provide the Board with a copy of the contract, which will answer many of their questions. Mr.
20 Douglass was joined by Wayne Kinsey, Chris Kinsey, Jill Camlin, Mark Rizzi and Bob House,
21 all from the Exchange Club.

22
23 Leo Sinclair asked whether we have a Bicentennial Committee. Senya replied that we do.
24

25 **Consider resolution authorizing submission of an East Goshen Park Playground**
26 **Renovation Grant Application to the DCNR Community Conservation Partnerships**
27 **Program**

28 Carmen made a motion to authorize application for the DCNR Community Conservation
29 Partnership Program in the amount of \$300,000, approve matching funds in the amount of
30 \$413,722 for the East Goshen Playground Renovation and give Jason Lang, Director of
31 Recreation, approval to sign the resolution page and associated documents. Chuck seconded the
32 motion. The motion passed unanimously.
33

34 **Consider resolution authorizing submission of a Paoli Pike Trail Grant Application to the**
35 **DCNR Community Conservation Partnerships Program**

36 Carmen made a motion to authorize application for the DCNR Community Conservation
37 Partnership Program in the amount of \$268,000 for Segments F & G of the Paoli Pike Trail,
38 approve matching funds in the amount of \$344,000 and give Mark Gordon, Zoning Officer,
39 approval to sign the resolution page and associated documents. Chuck seconded the motion. The
40 motion passed unanimously.
41

42 **Consider authorizing submission of a Paoli Pike Trail, Segments D-E Grant Application to**
43 **the DVRPC CMAQ Grant Program**

44 Carmen made a motion to authorize application for a DVRPC CMAQ Program grant for
45 Segments D-E of the Paoli Pike Trail in the amount of \$1,736,000, approve matching funds in

1 the amount of \$679,400 and give the Township Manager approval to sign the resolution and
2 associated documents. Chuck seconded the motion. The motion passed unanimously.

3
4 **Consider authorizing submission of an East Goshen Park Playground Renovation Grant**
5 **Application to the DCED Greenways, Trails, and Recreation Program (GTRP)**

6 Carmen made a motion to authorize application for the DCED-GTRP Grant in the amount of
7 \$250,000 and approve matching funds in the amount of \$163,422 or \$413,722, with the noted
8 DCNR-C2P2 Development Grant application pending. Chuck seconded the motion. The motion
9 passed unanimously.

10
11 **Consider authorizing submission of a Paoli Pike Master Corridor Master Plan grant**
12 **application to the DVRPC TCDI Grant Program**

13 Carmen made a motion to authorize Township staff to file a TCDI grant application to help fund
14 a Paoli Pike Corridor Master Plan this implementing objectives 6.1 and 6.2 of the 2015
15 Comprehensive Plan. Chuck seconded the motion. The motion passed unanimously.

16
17 **Financial Report**

18 Jon reported that the Firefighters Defined Benefit Plan is 96.8% funded; the frozen Non-
19 uniformed Defined Benefit plan is 113.0% funded; and the Defined Contribution plan is 100%
20 funded. He added that the funding level for the WEGO pension plan had fallen from about 66%
21 funded to 61% funded.

22
23 **Consider 2016 Sewer Rates**

24 Jon explained that due to increased costs for sewage treatment at West Goshen's Sewage
25 Treatment Plant due to additional operations and maintenance costs there, he was recommending
26 that the 2016 sewer rates be \$27.26 per quarter fixed and \$8.38 per thousand gallons. He noted
27 that wintertime water consumption fell slightly, presumably due to the installation of more
28 efficient appliances and fixtures. At these new rates, the average sewer bill would increase by
29 \$2.23 per quarter or 1.6%. Carmen made a motion to adopt Resolution 2016-34A Establishing
30 and Consolidating the Various Fees and Charges Imposed Pursuant to the Code of the Township.
31 Chuck seconded the motion.

32
33 Joe Buonanno, 1606 Herron Lane, asked a number of questions related to how the Township
34 determines sewer rates, which Jon and Rick answered.

35
36 The motion passed unanimously.

37
38 Marty asked Jon and Rick to work with the Goshen Fire Company and the other municipalities
39 served by Goshen to propose an equitable funding formula for the Fire Company.

40
41 **Consider Proposal for Millown Dam Annual Inspection**

42 Carmen made a motion authorizing Gannett Fleming to conduct the annual Milltown Dam
43 inspection for 2016 for \$3,090. Chuck seconded the motion. Mr. Buonanno asked whether this
44 inspection was included in the existing contract that we have with Gannett Fleming and Rick
45 responded that that was for last year's inspection. The motion passed unanimously.

1 **Consider Recommendation to move the WEGO bank accounts to Wells Fargo**

2 Chuck made a motion to authorize the WEGO Business Manager to move the WEGO Police
3 Department bank accounts to Wells Fargo. Janet seconded the motion. The motion passed
4 unanimously.

5
6 **Consider replacement of Skid Steer**

7 Carmen made a motion to purchase the Cat skid steer from Ransome Rental for \$48,061. Chuck
8 seconded the motion. The motion passed unanimously.

9
10 **Any Other Matter**

11 Rick explained that the section of the proposed Paoli Pike Trail that would cut across the Goshen
12 Friends' property was assessed for \$850. Janet made a motion authorizing Rick to offer Goshen
13 Friends \$850 for an easement. Marty seconded the motion. The motion passed unanimously.

14
15 Senya noted that the Board has been invited to Dunkin' Donuts grand opening on Saturday, April
16 16th at 10a.

17
18 Senya distributed renderings created by the Futurists Committee of what East Goshen could look
19 like.

20
21 Senya announced that Rick had been awarded the J. Larry Bowling Excellence in Government
22 Award by the Chester County Chamber of Business and Industry for his 47 years of exemplary
23 service to the Township, the last 30 of which have been as Township Manager.

24
25 **Approval of Minutes:** The Board reviewed and corrected the minutes from the March 1, 2016
26 meeting. Carmen made a motion to approve the minutes as corrected. Chuck seconded the
27 motion. The Board voted unanimously in favor of the motion.

28
29 The Board reviewed and corrected the minutes from the March 15, 2016 meeting. Marty made a
30 motion to approve the minutes as corrected. Janet seconded the motion. The Board voted
31 unanimously in favor of the motion.

32
33 **Treasurer's Report:**

34 *See attached Treasurer's Report for March 31, 2016.* The Board reviewed the Treasurer's
35 Report and the current invoices. Carmen moved to graciously accept the Treasurer's Report and
36 the Expenditure Register Report as recommended by the Treasurer to accept the receipts and to
37 authorize payment of the invoices just reviewed. Chuck seconded. The Board voted
38 unanimously to approve the motion.

39
40 **Correspondence, Reports of Interest:** The Board acknowledged receipt of the following:

- 41 • March 16, 2016 letter from the Rossmore Homeowners Association concerning
42 swimming pools. Rick stated that the Planning Commission would take this letter under
43 consideration as it contemplates changes to the Township Code related to swimming pool
44 setbacks in Open Space Developments.
- 45 • March 7, 2016 letter from Catherine Wahn concerning traffic on Cornwallis Drive.

- 1 • March 27, 2016 letter from Roseanne Havird to Mark Miller thanking him for help with
- 2 stormwater runoff problems around her home.
- 3 • February 25, 2016 letter from Aqua regarding the use of chloramine for water
- 4 disinfection. Marty asked that it be posted to the website.
- 5 • March 18, 2016 letter from FEMA regarding new floodplain maps.

6
7 **Public Comment:**

8 Mr. Buonanno asked what the plan was for treating the Bow Tree Pond. Rick responded that the
9 Township would continue to work with the existing vendor.

10
11 *Carol Rennard, 405 N. Chester Road*, stated that many of the eggs at the Egg Hunt had nothing
12 inside them. She also stated that there's a homeless person living on the island in the Milltown
13 Reservoir. Rick responded that that's a beaver.

14
15 **Adjournment:**

16 There being no further business, Chuck motioned to adjourn the meeting at 9.35 pm. Janet
17 seconded the motion. The motion passed unanimously.

18
19 Respectfully submitted,

20 *Jon Altshul*

21 *CFO*

22
23 Attachment: *Treasurer's Report for March 31, 2016*
24

**TREASURER'S REPORT
2016 RECEIPTS AND BILLS**

GENERAL FUND

Real Estate Tax	\$1,060,509.86	Accounts Payable	\$183,260.41
Earned Income Tax	\$22,500.00	<u>Electronic Pmts:</u>	
Local Service Tax	\$500.00	Credit Card	\$7,602.43
Transfer Tax	\$0.00	Postage	\$0.00
<i>General Fund Interest Earned</i>	\$0.00	Debt Service	\$13,162.13
Total Other Revenue	\$381,565.78	Payroll	\$148,406.02
Total Receipts:	<u>\$1,465,075.64</u>	Total Expenditures:	<u>\$352,430.99</u>

STATE LIQUID FUELS FUND

Receipts	\$501,126.92		
<i>Interest Earned</i>	\$0.00		
Total State Liquid Fuels:	<u>\$501,126.92</u>	Expenditures:	<u>\$0.00</u>

SINKING FUND

Receipts	\$0.00	Accounts Payable	\$13,838.92
<i>Interest Earned</i>	\$5.00	Credit Card	\$0.00
Total Sinking Fund:	<u>\$5.00</u>	Total Expenditures:	<u>\$13,838.92</u>

TRANSPORTATION FUND

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

SEWER OPERATING FUND

Receipts	\$109,366.90	Accounts Payable	\$82,638.36
<i>Interest Earned</i>	\$0.00	Debt Service	\$31,892.13
Total Sewer:	<u>\$109,366.90</u>	Credit Card	\$0.00
		Total Expenditures:	<u>\$114,530.49</u>

REFUSE FUND

Receipts	\$26,770.74		
<i>Interest Earned</i>	\$0.00		
Total Refuse:	<u>\$26,770.74</u>	Expenditures:	<u>\$14,847.21</u>

SEWER SINKING FUND

Receipts	\$0.00		
<i>Interest Earned</i>	\$0.00		
Total Sewer Sinking Fund:	<u>\$0.00</u>	Expenditures:	<u>\$5,000.00</u>

OPERATING RESERVE FUND

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

Events Fund

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

April 7, 2016

**TREASURER'S REPORT
2016 RECEIPTS AND BILLS**

GENERAL FUND

Real Estate Tax	\$19,995.18
Earned Income Tax	\$38,739.04
Local Service Tax	\$2,080.50
Transfer Tax	\$0.00
<i>General Fund Interest Earned</i>	\$442.30
Total Other Revenue	\$126,220.12
Total Receipts:	\$187,477.14

Accounts Payable	\$399,383.66
<u>Electronic Pmts:</u>	
Credit Card	\$0.00
Postage	\$0.00
Debt Service	\$0.00
Payroll	\$48,629.68
Total Expenditures:	\$448,013.34

STATE LIQUID FUELS FUND

Receipts	\$0.00
<i>Interest Earned</i>	\$37.26
Total State Liquid Fuels:	\$37.26

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

SINKING FUND

Receipts	\$0.00
<i>Interest Earned</i>	\$505.33
Total Sinking Fund:	\$505.33

Accounts Payable	\$1,000.00
<i>Credit Card</i>	\$0.00
Total Expenditures:	\$1,000.00

TRANSPORTATION FUND

Receipts	\$0.00
<i>Interest Earned</i>	\$205.09
Total Sinking Fund:	\$205.09

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

SEWER OPERATING FUND

Receipts	\$57,189.39
<i>Interest Earned</i>	\$61.08
Total Sewer:	\$57,250.47

Accounts Payable	\$88,857.10
<i>Debt Service</i>	\$0.00
<i>Credit Card</i>	\$0.00
Total Expenditures:	\$88,857.10

REFUSE FUND

Receipts	\$22,651.31
<i>Interest Earned</i>	\$82.51
Total Refuse:	\$22,733.82

Expenditures:	\$19,731.00
---------------	--------------------

SEWER SINKING FUND

Receipts	\$0.00
<i>Interest Earned</i>	\$266.33
Total Sewer Sinking Fund:	\$266.33

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

OPERATING RESERVE FUND

Receipts	\$0.00
<i>Interest Earned</i>	\$266.96
Total Operating Reserve Fund:	\$266.96

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

Events Fund

Receipts	\$0.00
<i>Interest Earned</i>	\$1.04
Total Events Fund:	\$1.04

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

**EAST GOSHEN TOWNSHIP
MEMORANDUM**

TO: BOARD OF SUPERVISORS
FROM: BRIAN MCCOOL
SUBJECT: PROPOSED PAYMENTS OF BILLS
DATE: 04-07-2016

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.

Please note that the attached Treasurer's Report includes only one week of receipts and expenses.

General Fund revenue includes reimbursement from the Sewer Fund (\$86,000) and reimbursement from the Refuse Fund (\$19,731) for 1st quarter expenses.

General Fund expenses include the April contribution to WEGO in the amount of \$304,785 and \$80,619 for the 2016 contribution to WEGO's post-retirement health benefits trust.

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

Report Date 04/01/16

Expenditures Register
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Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
05				SEWER OPERATING						
425				EAST GOSHEN TOWNSHIP - GENERAL						
46935	1	05420	1400	C.C. METERS -WAGES 1ST QTR.2016 REIMBURSEMNT FR: SEWER	033116-S	04/01/16	03/31/16	04/01/16	2355	2,058.03
46935	2	05420	2510	C.C. METERS -VEHICLE OPER. 1ST QTR.2016 REIMBURSEMNT FR: SEWER	033116-S	04/01/16	03/31/16	04/01/16	2355	2,295.84
46935	3	05420	1402	C.C. COLLECTION - WAGES 1ST QTR.2016 REIMBURSEMNT FR: SEWER	033116-S	04/01/16	03/31/16	04/01/16	2355	6,954.30
46935	4	05420	2512	C.C. COLLEC.-VEHICLE OPER. 1ST QTR.2016 REIMBURSEMNT FR: SEWER	033116-S	04/01/16	03/31/16	04/01/16	2355	3,645.26
46935	5	05420	1405	ASHBRIDGE WAGES 1ST QTR.2016 REIMBURSEMNT FR: SEWER	033116-S	04/01/16	03/31/16	04/01/16	2355	2,036.74
46935	6	05420	2515	ASHBRIDGE - VEHICLE OPER 1ST QTR.2016 REIMBURSEMNT FR: SEWER	033116-S	04/01/16	03/31/16	04/01/16	2355	1,195.75
46935	7	05420	1406	MILL VALLEY - WAGES 1ST QTR.2016 REIMBURSEMNT FR: SEWER	033116-S	04/01/16	03/31/16	04/01/16	2355	1,002.95
46935	8	05420	2516	MILL VALLEY - VEHICLE OPER 1ST QTR.2016 REIMBURSEMNT FR: SEWER	033116-S	04/01/16	03/31/16	04/01/16	2355	1,004.43
46935	9	05422	1401	R.C. COLLEC.- WAGES 1ST QTR.2016 REIMBURSEMNT FR: SEWER	033116-S	04/01/16	03/31/16	04/01/16	2355	12,276.79
46935	10	05422	2511	R.C. COLLEC-VEHICLE OPER. 1ST QTR.2016 REIMBURSEMNT FR: SEWER	033116-S	04/01/16	03/31/16	04/01/16	2355	8,311.61
46935	11	05422	1400	R.C. STP- WAGES 1ST QTR.2016 REIMBURSEMNT FR: SEWER	033116-S	04/01/16	03/31/16	04/01/16	2355	4,500.52
46935	12	05422	2510	R.C. STP-VEHICLE OPER. 1ST QTR.2016 REIMBURSEMNT FR: SEWER	033116-S	04/01/16	03/31/16	04/01/16	2355	2,585.36
46935	13	05429	1401	PA ONE CALL - WAGES 1ST QTR.2016 REIMBURSEMNT FR: SEWER	033116-S	04/01/16	03/31/16	04/01/16	2355	629.55
46935	14	05429	1400	ADMIN.- WAGES 1ST QTR.2016 REIMBURSEMNT FR: SEWER	033116-S	04/01/16	03/31/16	04/01/16	2355	19,681.28
46935	15	05429	3500	ADMIN.- INSURANCE 1ST QTR.2016 REIMBURSEMNT FR: SEWER	033116-S	04/01/16	03/31/16	04/01/16	2355	6,957.00
46935	16	05429	3730	ADMIN.-BLDG.OVERHEAD 1ST QTR.2016 REIMBURSEMNT FR: SEWER	033116-S	04/01/16	03/31/16	04/01/16	2355	10,864.71
										86,000.12

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Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
06				REFUSE						
425				EAST GOSHEN TOWNSHIP - GENERAL						
46936	1	06427	1400	REFUSE - WAGES	033116-R	04/01/16	03/31/16	04/01/16	434	14,141.00
				1ST QTR.2016 REIMBURSMNT FR: REFUSE						
46936	2	06427	3730	ADMIN.BLDG.OVERHEAD	033116-R	04/01/16	03/31/16	04/01/16	434	5,590.00
				1ST QTR.2016 REIMBURSMNT FR: REFUSE						
										19,731.00

2 Printed, totaling 105,731.12

FUND SUMMARY

Fund	Bank Account	Amount	Description
05	05	86,000.12	SEWER OPERATING
06	06	19,731.00	REFUSE
		105,731.12	

PERIOD SUMMARY

Period	Amount
1603	105,731.12
	105,731.12

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Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
01		GENERAL FUND								
1471	46937	1	01410 5300	WESTTOWN-EAST GOSHEN POLICE POLICE GEN.EXPENSE APRIL 2016 CONTRIBUTION	040116	04/01/16	04/01/16	04/01/16	11007 p	304,784.59
										304,784.59
										304,784.59
										1 Prepays, totaling 304,784.59
										0 Printed, totaling 0.00

FUND SUMMARY

Fund	Bank Account	Amount	Description
01	01	304,784.59	GENERAL FUND
		304,784.59	

PERIOD SUMMARY

Period	Amount
1604	304,784.59
	304,784.59

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Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
01		GENERAL FUND								
1790				DCED						
46944	1	01413	3720	UNIFORM CONSTRUCTION CODE FEES 1ST QTR. 2016 UCC FEE	040116	04/07/16		04/07/16		740.00
										740.00
3661				DILLMAN, BETH						
46945	1	01367	3020	TRIPS REFUND-BALTIMORE TRIP REFUND -2	040416	04/07/16		04/07/16		80.00
										80.00
3188				GAP HILL ALUMINUM SHOP						
46947	1	01430	2330	VEHICLE MAINT AND REPAIR REPAIR TAILGATE	8953	04/07/16		04/07/16		30.00
										30.00
2631				GRAPHIC IMPRESSIONS OF AMERICA INC.						
46946	1	01452	3210	FARMERS MARKET EXPENSE BANNERS FOR MARKET	16-6059	04/07/16		04/07/16		252.44
										252.44
3662				KUPIEC, STANLEY						
46948	1	01367	3020	TRIPS REFUND - NYC TRIP (2)	040416	04/07/16		04/07/16		80.00
										80.00
1817				LOWES BUSINESS ACCOUNT/GECF						
46949	1	01433	2500	MAINT. REPAIRS.TRAFF.SIG. CONCRETE FOR STREET SIGN	031716	04/07/16		04/07/16		420.84
46949	2	01409	3740	TWP. BLDG. - MAINT & REPAIRS FEBRUARY CHARGE ADJUSTMENT	031716	04/07/16		04/07/16		-24.89
46949	3	01454	2000	MAINTENANCE SUPPLIES TREATED LUMBER FOR PICNIC TABLES	031716	04/07/16		04/07/16		1,217.86
										1,613.81
1641				NAPA AUTO PARTS						
46950	1	01430	2330	VEHICLE MAINT AND REPAIR LAMPS	2-657107	04/07/16		04/07/16		12.60
46951	1	01430	2330	VEHICLE MAINT AND REPAIR DISC PADS	2-657239	04/07/16		04/07/16		36.05
										48.65

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Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
01	GENERAL FUND									
2352				PECO - 99193-01400						
	46953	1	01434 3610	STREET LIGHTING	040116	04/07/16		04/07/16		808.80
				99193-01400 2/26-3/28/16						
	46953	2	01433 2470	UTILITIES - TRAFFIC LIGHTS	040116	04/07/16		04/07/16		698.14
				99193-01400 2/26-3/28/16						
-----										1,506.94
1555				PECO - 45168-01609						
	46954	1	01409 3605	PW BLDG - FUEL,LIGHT,SEWER & WATER	032816	04/07/16		04/07/16		839.13
				45198-01609 2/25-3/25/16 ELEC.						
	46954	2	01409 3840	DISTRICT COURT EXPENSES	032816	04/07/16		04/07/16		1,221.34
				45198-01609 2/25-3/25/16 GAS DC						
-----										2,060.47
2591				PECO - 59500-35010						
	46952	1	01454 3600	UTILITIES	032816	04/07/16		04/07/16		35.67
				59500-35010 2/25-3/25/16 POND PUMP						
-----										35.67
2108				SIDELINES SPORTSWEAR & PROMOTIONS						
	46955	1	01487 1910	UNIFORMS	4845	04/07/16		04/07/16		906.00
				SAFETY GREEN CREWNECKS						
-----										906.00
3660				TD AMERITRADE FBO 913074159						
	46956	1	01410 3150	POST RETIREMENT HEALTH BENEFITS	040716	04/07/16		04/07/16		80,619.00
				2016 CONTRIB. TO WEGO OPEB TRUST						
-----										80,619.00
1340				TINARI & SON, PHILIP						
	46957	1	01438 2450	MATERIALS & SUPPLIES-HIGHWAYS	11655	04/07/16		04/07/16		3,600.00
				180 ROLL CURB						
-----										3,600.00
2020				TOMARK SPORTS						
	46958	1	01454 3723	BALL FIELDS	97738499	04/07/16		04/07/16		1,866.09
				SOFTTOUCH BASES & WETDOWN HOSE						
-----										1,866.09

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Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
2933				TRANS-FLEET CONCRETE						
	46959	1	01438 2450	MATERIALS & SUPPLIES-HIGHWAYS	136655	04/07/16		04/07/16		1,160.00
				10 CY 3500 AIR CONCRETE						
										1,160.00

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Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
03		SINKING FUND								
1496		WILLIAM WOOD CO.								
	46960 1	03460	7406	PAOLI PK. TRAIL - SEGMT.F COMPENSATION VALUE 814 N.CHESTER RD	031716-16-0183	04/07/16		04/07/16		1,000.00
										1,000.00

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Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
05				SEWER OPERATING						
3562				WINDLES WATER WORKS INC.						
	46961	1	05422 3700	R.C. STP-MAINT.& REPAIRS	6818	04/07/16		04/07/16		6.50
				5 GALLONS SPRING WATER						
										6.50
550				XYLEM DEWATERING SOLUTIONS INC.						
	46962	1	05422 3700	R.C. STP-MAINT.& REPAIRS	400588780	04/07/16		04/07/16		2,850.48
				DIESEL PUMP, FITTINGS & HOSES						
										2,850.48
										98,456.05
										0 Printed, totaling 98,456.05

FUND SUMMARY

Fund	Bank Account	Amount	Description
01	01	94,599.07	GENERAL FUND
03	03	1,000.00	SINKING FUND
05	05	2,856.98	SEWER OPERATING
		98,456.05	

PERIOD SUMMARY

Period	Amount
1604	98,456.05
	98,456.05

Memo

To: Board of Supervisors
From: Joanne Morgan
Re: Right-to-know Quarterly Report
Date: March 2016

Jan-Feb-March 2016

The following requests were received this quarter:

Jenn Reynolds
930 Bedford Road
York, PA 17404
In-ground pool permits for December 2015

David McNaully, RLPS architects
250 Valleybrook Drive
Lancaster, PA 17601
Site plans for 1361 East Boot Road, Wellington at Hershey's Mill

Lisa Dyer
555 Lancaster Avenue
Berwyn, PA 19312
Monthly summary of residential building permits for all new construction houses, renovations or additions issued in December 2015.

Elizabeth deStefanis
55 West Red Oak Lane
White Plains, NY 10604
Request for property file information for 1323 West Chester Pike, West Chester, PA 19382

Ms. Valerie Daberkoe
319 South High Street, 1st Floor
West Chester, PA 19382
Request for property file information for 1420 E. Strasburg Road, West Chester, PA 19380

Jenn Reynolds
930 Bedford Road
York, PA 17404
In-ground pool permits for January 2016

Mr. Leo Sinclair
217 Lochwood Lane
West Chester, PA 19380

Requesting a copy of the bulk mailing list that was sent out listing the names of all the residents that received a letter informing them of the Sunoco meeting that is scheduled for February 23, 2016.

Jenn Reynolds
930 Bedford Road
York, PA 17404
In-ground pool permits for February 2016.

Danick Baron
700 W Hillsboro Blvd. Suite 4-100
Deerfield Beach, FL 33441
Requesting electronic records for purchasing information.

Lisa Dyer
555 Lancaster Avenue
Berwyn, PA 19312
Requesting summary of permits issued in February 2016.

Rita Marino
1436 Linden Lane
West Chester, PA 19380
Came in person to review building permit records for 1436 Linden Lane.

Michael Lane
Brickhouse Environmental
515 S. Franklin Street
West Chester, PA 19382
Requesting information about 1010 Hershey Mill Road
Transmitted by e-mail only

Shaun Dermond
3001 Market Street, Suite 200
Philadelphia, PA 19104
Requesting information pertaining to 1340 Enterprise Drive regarding illegal waste discharges, storage tanks, environmental contamination, remediation and violations of environmental laws and permits.
Information sent by e-mail.

Jason Weiss, Esquire

92 Buck Road

Holland, PA 18966

Requesting complaint information against 210 Baldwin Drive regarding dogs and other animals.

Transmitted by e-mail only.