

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS ANNUAL REORGANIZATION MEETING
1580 PAOLI PIKE
TUESDAY, JANUARY 2, 2018
FINAL APPROVED MINUTES**

Present: Chairman Marty Shane; Vice Chairman Carmen Battavio; Supervisors David Shuey, Janet Emanuel and Mike Lynch; Township Manager Rick Smith; Finance Director Jon Altshul; Conservancy Board Chairman Erich Meyer.

Call to Order & Pledge of Allegiance

Marty called the meeting to order at 6:00 p.m. and asked Ron Cocco to lead the pledge of allegiance.

Moment of Silence

Carmen called for a moment of silence to honor our troops.

Recording

None.

Swearing In of Mike Lynch and David Shuey

Judge Tom Tartaglio administered the oath of office to newly elected Supervisors Mike Lynch and David Shuey. David thanked his supporters.

Re-Organization Actions:

- a. **Elect Chairman (Resolution 2018-1):** Carmen motioned to elect Marty as Chairman of the Board. Janet seconded. The Board voted unanimously in favor of the motion.
- b. **Elect Vice Chairman (Resolution 2018-2):** Janet motioned to elect Carmen as Vice Chairman of the Board. Mike seconded. The Board voted unanimously in favor of the motion.
- c. **Appoint Police Commissioner (Resolution 2018-3):** Carmen motioned to appoint Janet Emanuel Police Commissioner. Mike seconded. The Board voted unanimously in favor of the motion.
- d. **Appoint Township Officials (Resolution 2018-4):**
Carmen made a motion to appoint the following Township officials for 2018:
 - Township Manager/Secretary/Assistant Zoning Officer—Louis F. Smith, Jr.
 - Finance Director/Treasurer – Jon Altshul
 - Director of Public Works – Mark Miller
 - Director of Code Enforcement/Zoning Officer/Building Code Official/Noise Control Officer – Mark Gordon
 - Building Inspectors – Gary Althouse & Vincent DiMartini
 - Fire Marshal – Carmen R. Battavio

- Assistant Fire Marshals – Mark Miller, Gary Althouse & Vincent DiMartini
- Township Solicitor – Buckley, Brion, McGuire & Morris
- Township Engineer – Pennoni Associates
- Emergency Management Coordinator – Kevin Miller
- Assistant Emergency Management Coordinator – Michael Holmes
- Delegate to the Chester County Tax Collection Committee – Jon Altshul
- Alternate Delegate to the Chester County Tax Collection Committee – Brian McCool
- Deputy Tax Collector – Brian McCool

Mike seconded the motion. The motion passed unanimously.

e. **Re-Appoint Township Employees (Resolution 2018-5):**

Marty made a motion to re-appoint all Township employees. Carmen seconded the motion. The motion passed unanimously.

f. **Appoint Township Depositories for Township Funds (Resolution 2018-6):**

Marty made a motion to appoint the following depositories of Township funds and authorize the Director of Finance/Treasurer to make investments at banks paying the best rate of interest and at the best terms:

- DNB Bank
- Fulton Bank
- Citadel Bank
- WSFS Bank
- PLGIT-PA Local Government Trust and Plus (Custodian Wells Fargo NA)
- M&T Bank
- Meridian Bank

Janet seconded the motion. The motion passed unanimously.

g. **Certify Delegates to the PSATS Convention (Resolution 2018-7):**

Marty made a motion to certify the five Supervisors, the Township Manager and the Director of Finance/Treasurer as delegates to the 2018 PSATS Convention, with Rick Smith as the Voting Delegate and Jon Altshul as the Alternate Voting Delegate. Mike seconded the motion. The motion passed unanimously.

h. **Confirm 2018 Holiday Schedule (Resolution 2018-8):**

Marty made a motion to approve the 2018 Holiday Schedule. Janet seconded. The motion passed unanimously.

i. **Confirm 2018 Meeting Schedule (Resolution 2018-9):** Marty made a motion to approve the 2018 Meeting Schedule. The Board of Supervisors will meet on the 1st and 3rd Tuesday and only meet as needed on the 2nd, 4th and 5th Tuesday of each month and Monday, September 17th. Janet seconded. The motion passed unanimously.

- j. **Confirm Keystone Collection Agency is the Earned Income and Local Services Tax Collector for the Township (Resolution 2018-10)**
Marty made a motion to confirm the Keystone Collection Agency as the Earned Income and Local Services Tax Collector for 2018. Carmen seconded. The motion passed unanimously.
- k. **Consider Maillie, LLP. As independent auditor for the Township (Resolution 2018-11)**
Marty made a motion to confirm Maillie, LLP as the Township's independent auditor for 2018. Mike seconded. The motion passed unanimously.
- l. **Establish Public Safety Boundaries (Resolution 2018-12)**
Kim Holman from Good Fellowship Ambulance Company and Tammy Johnson from Malvern Fire Company were present and expressed support for the proposed Advanced Life Support service boundaries now that Medic 91 is going out of business and will no longer be covering East Goshen. Carmen made a motion to approve the Public Safety Boundaries for East Goshen Township. Mike seconded. The motion passed unanimously.
- m. **Establish the 2018 Fee Schedule (Resolution 2017-34)**
Rick noted that the 2018 Fee Schedule was updated to include the \$10 administrative charge every three years for residents with on-lot septic systems. Marty made a motion to approve the 2018 Fee Schedule. Mike seconded. The motion passed unanimously.
- n. **Authorize participation in the Municipal Risk Management Workers' Compensation Pooled Trust (Resolution 2017-65)**
Marty made a motion to authorize the Township's participation in the Municipal Risk Management Workers' Compensation Pooled Trust. Carmen seconded. The motion passed unanimously.
- o. **Acknowledge that Jon Altshul has been elected and sworn in as the Tax Collector**
Marty acknowledged that Jon has been elected and sworn in as the Tax Collector.
- p. **Announce the Continuance of all other Applicable Resolutions that were previously adopted**
Marty announced that all other applicable resolutions that were previously adopted will be continued.

Chairman's Report

Marty announced that the annual planning sessions with the ABC groups will be held on Saturday, January 6th at 8:00am and that the Board will meet at the conclusion of this meeting in Executive Session to discuss a legal and personnel matter.

Goshen Fire Company Report

Carmen reported that the Goshen Fire Company had 32 fire calls, 211 ambulance calls and 14 fire police calls in November in East Goshen.

East Goshen Residents Received Belated Purple Heart Medal

Marty reported that Rep. Ryan Costello had recently awarded a Purple Heart to Private Justin Radbill, an East Goshen resident, related to his service in Iraq in 2003. The military held a ceremony for Private Radbill at that time, but he never received his actual medal. Carmen suggested that Rick reach out to Mr. Radbill to gauge his interest in being honored at a future Township meeting.

Consider ABC Appointments

Carmen made a motion to appoint the following residents to ABC groups:

- Brad Giresi to the Planning Commission for a 4 year term
- Jim McRee to the Planning Commission for a 4 year term
- John Snyder, Esquire to the Zoning Hearing Board for a 3 year term
- Dana Pizarro, PE to the Municipal Authority for a 5 year term
- Sandy Snyder, Esquire to the Conservancy Board for a 3 year term
- Andy Tyler to the Conservancy Board for a 3 year term
- Kishor Thakrar to the Park and Rec Commission for a 5 year term
- Chuck Proctor, Esquire to the Historical Commission for a 5 year term
- Bill Smith, CFA to the Pension Committee
- Thom Clapper to the Vacancy Board

Janet seconded the motion. The motion passed unanimously.

Consider Resolution 2018-72—PennDOT Casting Agreement

Rick explained that as part of PennDOT's plan to pave North Chester Road, it would like to enter into an agreement to adjust four sanitary sewer manholes. Janet made a motion to approve Resolution 2018-72, a master agreement for casting adjustments. Carmen seconded. The motion passed unanimously.

Consider Resolution 2018-58—PennDOT Mowing Agreement

Marty made a motion to approve the PennDOT Mowing Agreement. Janet seconded. The motion passed unanimously.

Consider Escrow Release for 1662 East Boot Road

Mike made a motion to approve an escrow release of \$59,337.18 for 1662 East Boot Road, as recommended by Mark Miller and the Township Engineer, to bring the balance on the account to \$0. Janet seconded. The motion passed unanimously.

Consider Stormwater Management Agreement for 632 Marydell Drive

Janet made a motion to authorize the Chairman to execute the stormwater management operation and maintenance agreement for 632 Marydell Drive. Carmen seconded. The motion passed unanimously.

Any Other Matter

Rick explained that the Applebrook Golf Course was moving ahead with its golf learning center and that all the conditions listed in the land development plan approved on November 14th had been satisfactorily addressed, according to our engineer. Carmen made a motion to authorize the Board to execute the final plans and escrow documents for Applebrook Golf Course's Learning Center. Janet seconded. The motion passed unanimously.

Marty made a motion to authorize the Chairman to sign a certificate affirming the tax collector's bond. Mike seconded. The motion passed unanimously.

Approval of Minutes of December 19, 2017

Carmen made a motion to approve the minutes of December 19th, as corrected. Marty seconded. The motion passed 5-0.

Treasurer's Report of December 28, 2017

Jon noted that the \$19,862 payment to TD Ameritrade for the Police Pension Plan in Batch 4 had been voided after the Treasurer's report was prepared, based on a discussion at the last Police Commission meeting. He stated that an updated expenditure would be processed for the next BOS meeting. Carmen moved to graciously accept the Treasurer's Report and the Expenditure Register Report as recommended by the Treasurer, to accept the receipts and to authorize payment of the invoices just reviewed, with the exception of \$19,862 payment to TD Ameritrade. Mike seconded. The motion passed 5-0.

Correspondence, Reports of Interest

The Board acknowledged the following correspondence and reports of interest:

- December 16, 2017 letter from Governor Tom Wolfe regarding Resolution 2017-170
- December 20, 2017 Paoli Pike Trail Project Update
- December 13, 2017 Park Usage Report
- 2017 Department of Parks and Recreation Year End Report

Mike asked Rick to speak with Ed McFalls about the viability of a dog park in Hershey's Mill Villages.

The Board discussed the creation of a pond committee or multiple pond committees to discuss implementation of the National Lands Trust recommendations. Carmen asked Rick to send out a Constant Contact message asking for volunteers.

Public Comment

Joe Buonanno, 1606 Herron Lane, made a comment about the Bow Tree ponds. Joe asked if the Township was considering levying a stormwater tax or fee. Jon responded that this issue was discussed at the budget planning meeting in May and that there is no compelling reason for the Township to do so in the near future.

Keith Dickerson, 1212 Culbertson Circle, asked for demographic information about the Township. Jon promised to send him a copy of the Comp Plan that contains this information.

Adjournment

There being no further business, Janet motioned to adjourn the meeting at 7:30 pm. Carmen seconded the motion. The motion passed 5-0.

Respectfully submitted,

Jon Altshul

Recording Secretary

Attachments: December 28, 2017 Treasurer's Report

				December 28, 2017	
TREASURER'S REPORT					
2017 RECEIPTS AND BILLS					
GENERAL FUND					
Real Estate Tax		\$1,631.66	Accounts Payable		\$593,792.97
Earned Income Tax		\$18,500.00	Electronic Pmts:		
Local Service Tax		\$0.00	Credit Card		\$7,136.37
Transfer Tax		\$0.00	Postage		\$0.00
<i>General Fund Interest Earned</i>		\$0.00	Debt Service		\$0.00
Total Other Revenue		\$959,247.86	Payroll		\$118,343.11
Total Receipts:		\$979,379.52	Total Expenditures:		\$719,272.45
STATE LIQUID FUELS FUND					
Receipts		\$0.00			
<i>Interest Earned</i>		\$0.00			
Total State Liquid Fuels:		\$0.00	Expenditures:		\$530,872.51
SINKING FUND					
Receipts		\$350,698.84	Accounts Payable		\$187.48
<i>Interest Earned</i>		\$0.00	Credit Card		\$188.88
Total Sinking Fund:		\$350,698.84	Total Expenditures:		\$376.36
TRANSPORTATION FUND					
Receipts		\$0.00			
<i>Interest Earned</i>		\$0.00			
Total Sinking Fund:		\$0.00	Expenditures:		\$0.00
SEWER OPERATING FUND					
Receipts		\$109,941.79	Accounts Payable		\$309,844.97
<i>Interest Earned</i>		\$0.00	Debt Service		\$0.00
Total Sewer:		\$109,941.79	Credit Card		\$0.00
			Total Expenditures:		\$309,844.97
REFUSE FUND					
Receipts		\$11,827.06			
<i>Interest Earned</i>		\$0.00			
Total Refuse:		\$11,827.06	Expenditures:		\$30,405.87
BOND FUND					
Receipts		\$0.00			
<i>Interest Earned</i>		\$0.00			
Total Refuse:		\$0.00	Expenditures:		\$0.00
SEWER SINKING FUND					
Receipts		\$210,816.20			
<i>Interest Earned</i>		\$0.00			
Total Sewer Sinking Fund:		\$210,816.20	Expenditures:		\$0.00
OPERATING RESERVE FUND					
Receipts		\$0.00			
<i>Interest Earned</i>		\$0.00			
Total Operating Reserve Fund:		\$0.00	Expenditures:		\$0.00
EVENTS FUND					
Receipts		\$0.00			
<i>Interest Earned</i>		\$0.00			
Total Operating Reserve Fund:		\$0.00	Expenditures:		\$0.00

				December 14, 2017	
TREASURER'S REPORT					
2017 RECEIPTS AND BILLS					
GENERAL FUND					
Real Estate Tax		\$2,103.73	Accounts Payable		\$230,481.39
Earned Income Tax		\$210,928.35	Electronic Pmts:		
Local Service Tax		\$7,524.82	Credit Card		\$0.00
Transfer Tax		\$40,966.95	Postage		\$0.00
<i>General Fund Interest Earned</i>		\$5,776.30	Debt Service		\$9,460.82
Total Other Revenue		\$30,485.94	Payroll		\$117,774.34
Total Receipts:		\$297,786.09	Total Expenditures:		\$357,716.55
STATE LIQUID FUELS FUND					
Receipts		\$0.00			
<i>Interest Earned</i>		\$5,128.49			
Total State Liquid Fuels:		\$5,128.49	Expenditures:		\$0.00
SINKING FUND					
Receipts		\$0.00	Accounts Payable		\$29,763.29
<i>Interest Earned</i>		\$4,062.02	Credit Card		\$0.00
Total Sinking Fund:		\$4,062.02	Total Expenditures:		\$29,763.29
TRANSPORTATION FUND					
Receipts		\$0.00			
<i>Interest Earned</i>		\$436.61			
Total Sinking Fund:		\$436.61	Expenditures:		\$0.00
SEWER OPERATING FUND					
Receipts		\$90,171.21	Accounts Payable		\$55,172.72
<i>Interest Earned</i>		\$131.36	Debt Service		\$28,342.19
Total Sewer:		\$90,302.57	Credit Card		\$0.00
			Total Expenditures:		\$83,514.91
REFUSE FUND					
Receipts		\$30,375.84			
<i>Interest Earned</i>		\$19.90			
Total Refuse:		\$30,395.74	Expenditures:		\$66,167.71
BOND FUND					
Receipts		\$0.00			
<i>Interest Earned</i>		\$6,073.55			
Total Refuse:		\$6,073.55	Expenditures:		\$53,676.57
SEWER SINKING FUND					
Receipts		\$0.00			
<i>Interest Earned</i>		\$497.35			
Total Sewer Sinking Fund:		\$497.35	Expenditures:		\$0.00
OPERATING RESERVE FUND					
Receipts		\$0.00			
<i>Interest Earned</i>		\$429.39			
Total Operating Reserve Fund:		\$429.39	Expenditures:		\$0.00
EVENTS FUND					
Receipts		\$0.00			
<i>Interest Earned</i>		\$3.11			
Total Operating Reserve Fund:		\$3.11	Expenditures:		\$0.00