

AGENDA
EAST GOSHEN TOWNSHIP
HISTORICAL COMMISSION MEETING
September 13, 2018
7:00 PM

1. CALL TO ORDER
 2. PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE
 3. **NEW BUSINESS**
 - a. **Welcome Ted Roberts to Commission**
 - b. **Review 2019 Budget Request from Jon Altshul**
 4. **OLD BUSINESS**
 - a. **Mission Statement**
 - b. **Goals and Direction of the Historical Commission**
 5. **APPROVAL of MINUTES**

May 10, 2018
 6. LIAISON REPORTS
 7. CORRESPONDENCE AND PUBLIC COMMENT
 - a. **Resource Inventory Housekeeping**
 8. ADJOURNMENT
- **Bold Items indicate new information to review or discuss**

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

July 18, 2018

Mr. Ted Roberts
1040 King Road
Malvern, PA 19355

Dear Ted,

I am pleased to inform you that at their July 17th meeting the Board of Supervisors appointed you to the Historical Commission for the remainder of an existing 5-year term that expires at the end of 2018. At that time, you can be considered for reappointment.

The next Historical Commission meeting is September 13, 2018 at 7:00 p.m. in the Township building. (There is no meeting in August.) The Commission normally meets the second Thursday of the month.

On behalf of the Board of Supervisors, thank you for your interest in East Goshen Township. We look forward to working with you. For your reference, our website has an Orientation Manual that provides context about the historical and legal framework for the Township and its authorities, boards and commissions. (<https://eastgoshen.org/services/human-resources/orientation-manual>).

Sincerely,

Louis F. (Rick) Smith

Louis F. Smith, Jr.
Township Manager

cc: Mark Gordon, Staff Liaison
Historical Commission members

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Memo

To: Conservancy Board, Parks & Rec Commission & Historical Commission
From: Jon Altshul
Re: 2019 Budget Request
Date: July 9, 2018

As we enter the second half of 2018, it is time to begin thinking about the Township's budget for 2019.

To that end, attached please find an Excel worksheet with individual tabs for each of your ABCs showing:

- 2018 year-to-date budgeted and actual expenditures through June.
- A blank column for the 2019 budget request.

I would be grateful if you could provide me with:

- 1) 2019 budget requests for each line item
- 3) A justification for your 2019 budget request. This justification is particularly important for any line item for which you are requesting more budget authority in 2019 than you received in 2018. Please use a separate page if your justification can not fit in the Excel cell.

As always, 2019 will be a tight budget year. Preliminary forecasts suggest that the Township will need to continue to deplete its general fund balance in order to achieve a balanced budget. Thus, all township departments and ABC groups will be under pressure to identify cost savings.

When developing your budget request, remember your group's mission, goals and objectives. Then ask yourselves, what do you need in order to realize your objectives and what do you merely want? Expenditures that don't meet the "need" threshold are unlikely to receive BOS approval.

Please don't hesitate to contact me by phone or email over the summer.

As we plan to have preliminary budget materials prepared for discussions with the Board in early autumn, **please return this completed worksheet to me by no later than Friday, September 28th**. I will follow up with you if I have any questions.

Thank you!

HISTORICAL COMMISSION 2019 BUDGET REQUEST

		2018 Adopted Budget	2018 Actual Thru June	2018 Budget Thru June	2018 Variance Thru June	2019 Request	Justification
HISTORICAL COMMISSION	Account Code						
MATERIALS & SUPPLIES	01462 2490	500	-	500	500		
GENERAL EXPENSE	01462 2492	800	-	320	320		
MINOR EQUIP. PURCHASE	01462 2600	180	-	90	90		
MEMBERSHIPS/SUBS	01462 3000	365	60	365	305		
PROFESSIONAL SERVICES	01462 3100	200	-	100	100		
EVENTS	01462 5000	650	-	650	650		
CONTRIBUTIONS	01462 5200	-	-	-	-		
SUBTOTAL		2,695	60	2,025	1,965	-	

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Draft
EAST GOSHEN TOWNSHIP
HISTORICAL COMMISSION MEETING
May 10, 2018

The East Goshen Township Historical Commission held a regularly scheduled meeting on Thursday, May 10, 2018 at 7:00 p.m. at the Township Building. In attendance were: Sally Shabaker, Kelly Bidegary, Kathleen Lynch and Ed Lendrat. Others in attendance: Mark Gordon, Township Zoning Officer.

Call to Order – Mark called the meeting to order.

Pledge of Allegiance - Mark led the Pledge of Allegiance and asked for a moment of silence for our military and first responders.

Any Other Matter

1. Dolores Higgins, former member of the Historical Commission, commented that the clock at the Plank House needs maintenance and the spinning wheel needs a new drive belt. She knows where these can be fixed. Also, the Plank House hasn't been cleaned yet. Mark will ask Mark Miller to follow up on the cleaning. Sally moved to let Dolores take these two objects for cleaning and maintenance. Kathleen seconded the motion. The motion passed unanimously.

Also Dolores does not recommend letting groups use the community room at the Blacksmith Shop. The Commission members agreed with her.

New Business

a. Mark welcomed Ed Lendrat as a full member of the Historical Commission.

b. Windshield Tour – Mark made arrangements to take the Commission members on a riding tour of the historic properties on Hershey Mill Road. He will stop at 980 and 1030 Hershey Mill Road. The homeowners of 980 Hershey Mill Road invited the Commission members for a tour through the first floor of their spectacular home. The Commission was very appreciative. The homeowner of 1030 Hershey Mill Road spoke with the Commission members about the history of the property. The Commission members were very appreciative.

The Commission members returned to the Township Building, thanked Mark for the tour and resumed their meeting.

Old Business

1. Chester County Mapping – Mark reported that the Chester County Mapping Department is working on the East Goshen map.

2. Mission Statement - Mark provided examples of mission statements from other municipalities. Members should read them and be prepared for discussion at the next meeting.

Minutes

The minutes of the March 15, 2018 meeting were approved.

The minutes of the April 12, 2018 meeting were approved as amended.

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Liaison Report

Planning Commission – Mark reported that the Planning Commission is working on a zoning amendment for Open Space Residential. The Historic Commission will be involved in any historic resource projects.

Adjournment

There being no further business, Ed made a motion to adjourn the meeting. Kelly seconded the motion. The motion passed unanimously. The meeting was adjourned at 9:00 p.m. The next regular meeting will be Thursday, June 14, 2018 at 7:00 pm.

Respectfully submitted,

Ruth Kiefer
Recording Secretary

Memorandum

FYI

Date: August 30, 2018
To: Historical Commission
From: Susan D'Amore, sdamore@eastgoshen.org

Re: Resource Inventory Files

This memo is to inform you of the recent "housekeeping" that was done to the Historical Resource Inventory Files.

The 103 EGT historical property files were checked to see that each contains research documentation and a deed list. This is noted in the attached, working copy of the adopted Resource Inventory from 04/01/14. Each property listed on this spreadsheet has a corresponding physical file. They have been reorganized in alphabetical order by street name and then by address number (as listed on the sheet). Class 1 properties are differentiated with a yellow file tab, and all others have a clear tab.

A summary of the review is as follows:

- All properties were researched and documented with a deed list except for:
 - o 1601 E. Glenmont (No Deed List)
 - o 200 Dutton Mill Road (No Deed List. This property is listed under E. Strasburg Rd NE Corner of Strasburg and Dutton mill)
 - o 1476 Morstein Road (No Deed List)
 - o 598 N. Chester Road (No Deed List)
 - o 606 Reservoir Road (No Detail or Deed List)
- Properties added to inventory spreadsheet based on physical files in HC room:
 - o 1601 E. Glenmont
 - o 8124 Goshen Road
 - o 1342 Holly Berry Road
 - o 1030 King Road
 - o 1468 Morstein Road
 - o 598 N. Chester Road
 - o 813 N. Chester Road
 - o 606 Reservoir Road

Let me know if you need anything else, or if you have any questions.

Attachment

cc: Board of Supervisors
Jon Altshul
Mark Gordon
Rick Smith