

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
TUESDAY, APRIL 14, 2020
FINAL MINUTES**

Note: In light of the Coronavirus pandemic, this was a virtual video-conference meeting conducted via the Zoom platform. In response to media reports about the vulnerability of the Zoom platform, public participation was limited to telephone.

Present: Chairman Marty Shane; Vice-Chairman David Shuey; Members Michele Truitt, John Hertzog and Mike Lynch; Township Manager Rick Smith; Assistant Township Manager and Finance Director Jon Altshul; Public Works Director Mark Miller; Parks and Recreation Director Jason Lang; Leo Sinclair (Conservancy Board); Tom Kilburn (Futurists Committee and Sustainability Advisory Committee); Police Chief Brenda Bernot

Call to Order & Pledge of Allegiance

Marty called the meeting to order at 7:00 p.m. and led the pledge of allegiance. David also called for a moment of silence in honor of our troops, public health workers and first responders.

Chairman's Report

Marty reported that the Board met in Executive Session on March 5, 2020 for a police labor matter; that the Board met with staff via teleconference and video conference on March 16, 23 and 30 and April 6 and 9 as a result of the Emergency Declaration and to provide status updates on essential operations; and that Karen Miller has resigned from the Pipeline Task Force. Rick reported that the trash hauler is no longer picking up yard waste or bulk trash and that recyclables need to fit in the bin.

Emergency Services Report

Marty reported that the Goshen Fire and Good Fellowship Ambulance Company reports are available on the Township website.

Approval of Minutes of March 3, 2020

David made a motion to approve the minutes of March 3, 2020. Michele seconded. The motion passed 5-0.

Approval of Treasurer's Reports of March 12 and April 8, 2020

David made a motion to accept the receipts and approve the expenditures as presented in the Expenditure Register and as summarized in the March 12 and April 8, 2020, Treasurer's Reports. Michele seconded. The motion passed 5-0.

Consider Resolution to Ratify Actions Taken During the State of Emergency

David made a motion to adopt Resolution 2020-191 to ratify actions taken during the State of Emergency as declared by the Township, to extend such State of Emergency if needed, and to adopt procedures and policies for conducting public meetings during such State of Emergency. Michele seconded. The motion passed 5-0.

Consider Replacement of CAT Excavator

David made a motion to purchase a Caterpillar Mini Excavator from Foley Cat in the amount of \$63,500, net of trade in of the existing Caterpillar Mini Excavator. Michele seconded. John and Michele raised concerns about the cost of the excavator. Mark explained that the excavator is used for every day operations and that the existing excavator is 15 years old and would need substantial repairs to continue to work. Mr. Sinclair stated that in light of the current economic crisis that the Township should not make any further purchases. The motion passed 5-0.

Consider Replacement of Mowers

David made a motion to purchase two ExMark mowers from Conway Power Equipment in the amount of \$16,144, net of trade-in of the existing mowers. Michele seconded and indicated her support of making the purchases from a local business. Mr. Sinclair raised concerns about the Township spending money during the current economic crisis. Marty noted that the Township still needs to mow grass. Russ Frank asked if these mowers would be used to mow the Marydell pond, to which Mark responded that the larger trailer mower is used at that location. The motion passed 5-0.

Consider Stormwater Operation and Maintenance Agreement for 1540 Glenmont Lane, 1620 Williams Way and 1424 Highgate Road

David made a motion to authorize the Chairman to execute the Stormwater Operation and Maintenance Agreement for 1540 Glenmont Lane, 1620 Williams Way and 1424 Highgate Road. Michele seconded. The motion passed 5-0.

Consider Grant Extension for Paoli Pike Trail Segments F&G

Jon explained that the \$150,000 Chester County grant for Segments F&G through Applebrook Park expires on April 21 and that we need an extension. David made a motion to approve the Chester County Municipal Grant Program contract amendment, extending the Chester County Municipal Grant contract termination date to April 21, 2021. Michele seconded. The motion passed 5-0.

Consider Sanitary Manhole Adjustment for Segment A of the Paoli Pike Trail

Mark explained that Public Works needed to raise a manhole by 2.7 feet for Segment A of the Paoli Pike Trail and that PennDOT required an agreement for this work. David made a motion to authorize the Chairman to sign the project agreement for the manhole adjustment along Paoli Pike. Michele seconded. Mike noted that the Municipal Authority had also approved this agreement last night. Mr. Sinclair asked how much the work would cost, to which Mark estimated that it would be about \$1,600. The motion passed 5-0.

Consider Resolution 2020-192 Establishing Sewer Rates for the 2nd Quarter of 2020

Jon explained that due to the current crisis, he was recommending that residential sewer bills be maintained at the existing levels for one more quarter. David made a motion to approve Resolution 2020-192 continuing 2019-2020 sewer rates for the second quarter of 2020. Michele seconded. Marty stated that no decisions have been made about Quarter 3 sewer bills yet. Mr. Sinclair observed that residents are using the sewer system more during the shutdown as they are spending more time at home. Jon observed that those residential increases are offset by lower commercial consumption. He added that when rates do change they will still reflect water consumption between Quarter 4 2019 and Quarter 1 2020. The motion passed 5-0.

Consider Bid Results for Cleaning and Televising Sanitary Sewer Lines

Four bids were received for cleaning and televising sanitary sewer lines:

Vendor	Price
Pipe Data View	\$18,800
Trinity Subsurface Engineering	\$28,750
Mobile Dredging & Video Pipe	\$84,086.40
North America Pipeline Services	\$86,350

David made a motion to award the contract for cleaning and televising sanitary sewer lines to Pipe Data View. Michele seconded. Mr. Sinclair asked if this cost was budgeted, to which Jon and Mark responded that it is. The motion passed 5-0.

Any Other Matter

Given the current uncertainty about when the Township will reopen for regular business, Jon recommended that the Township not put out a paper newsletter for the summer. Instead, he suggested that a shorter newsletter be designed in-house and be sent out electronically, which would save about \$2,800 in postage. David made a motion to publish an electronic summer newsletter in-house. Michele seconded. Mr. Frank suggested that the Township just mail the newsletter to all residents itself. Jon noted that the newsletter goes to 8,500 addresses, meaning that the cost would be far greater than \$2,800. Mr. Sinclair offered to disseminate the Township’s e-newsletter through his publishing company. The motion passed 5-0.

Public Comment

Mr. Frank asked for clarification about the purpose of the Township’s Emergency Declaration. Mr. Kilburn thanked the Board and Township staff for their hard work during the current crisis.

Adjournment

There being no further business, David made a motion to adjourn at 9:00. Mike seconded. The motion passed 5-0.

Respectfully submitted,
Jon Altshul, Recording Secretary

Attached: March 12, 2020 & April 8, 2020 Treasurer’s Report

TREASURER'S REPORT		February 27, 2020 - March 12, 2020	
RECEIPTS AND BILLS			
GENERAL FUND			
Real Estate Tax	\$627,109.37	Accounts Payable	\$568,932.56
Earned Income Tax	\$219,239.30	<u>Electronic Pmts:</u>	
Local Service Tax	\$8,683.21	Credit Card	\$0.00
Transfer Tax	\$0.00	Postage	\$0.00
<i>General Fund Interest Earned</i>	\$5,385.53	Debt Service	\$0.00
Total Other Revenue	\$32,720.79	Payroll	\$128,409.63
Total General Fund Receipts:	\$893,138.20	Total Expenditures:	\$697,342.19
STATE LIQUID FUELS FUND			
Receipts	\$551,495.49	Accounts Payable	\$0.00
<i>Interest Earned</i>	\$1.54		
Total State Liquid Fuels Receipts:	\$551,497.03	Total Expenditures:	\$0.00
CAPITAL RESERVE FUND			
Receipts	\$0.00	Accounts Payable	\$29,070.86
<i>Interest Earned</i>	\$3,825.04		
Total Capital Reserve Fund Receipts:	\$3,825.04	Total Expenditures:	\$29,070.86
TRANSPORTATION FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
<i>Interest Earned</i>	\$377.43		
Total Transportation Fund Receipts:	\$377.43	Total Expenditures:	\$0.00
SEWER OPERATING FUND			
Receipts	\$119,053.88	Accounts Payable	\$24,964.64
<i>Interest Earned</i>	\$982.59	<u>Electronic Pmts:</u>	
		Credit Card	\$0.00
		Debt Service	\$0.00
Total Sewer Operating Fund Receipts:	\$120,036.47	Total Expenditures:	\$24,964.64
REFUSE FUND			
Receipts	\$47,159.69	Accounts Payable	\$62,560.92
<i>Interest Earned</i>	\$499.90		
Total Refuse Fund Receipts:	\$47,659.59	Total Expenditures:	\$62,560.92
BOND FUND			
Receipts	\$0.00	Accounts Payable	\$6,149.66
<i>Interest Earned</i>	\$4,538.80		
Total Bond Fund Receipts:	\$4,538.80	Total Expenditures:	\$6,149.66
SEWER CAPITAL RESERVE FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
<i>Interest Earned</i>	\$1,100.12		
Total Sewer Capital Reserve Fund Receipts:	\$1,100.12	Total Expenditures:	\$0.00
OPERATING RESERVE FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
<i>Interest Earned</i>	\$874.75		
Total Operating Reserve Fund Receipts:	\$874.75	Total Expenditures:	\$0.00

TREASURER'S REPORT		March 13, 2020 - April 8, 2020	
RECEIPTS AND BILLS			
GENERAL FUND			
Real Estate Tax	\$724,240.82	Accounts Payable	\$513,817.04
Earned Income Tax	\$71,715.87	<u>Electronic Pmts:</u>	
Local Service Tax	\$1,740.16	Credit Card	\$5,607.24
Transfer Tax	\$59,121.69	Postage	\$0.00
<i>General Fund Interest Earned</i>	\$5,123.23	Debt Service	\$5,413.95
Total Other Revenue	\$632,004.95	Payroll	\$188,548.78
Total General Fund Receipts:	\$1,493,946.72	Total Expenditures:	\$713,387.01
STATE LIQUID FUELS FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
<i>Interest Earned</i>	\$90.41		
Total State Liquid Fuels Receipts:	\$90.41	Total Expenditures:	\$0.00
CAPITAL RESERVE FUND			
Receipts	\$187.46	Accounts Payable	\$61,063.45
<i>Interest Earned</i>	\$3,270.61		
Total Capital Reserve Fund Receipts:	\$3,458.07	Total Expenditures:	\$61,063.45
TRANSPORTATION FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
<i>Interest Earned</i>	\$264.87		
Total Transportation Fund Receipts:	\$264.87	Total Expenditures:	\$0.00
SEWER OPERATING FUND			
Receipts	\$49,220.75	Accounts Payable	\$186,152.74
<i>Interest Earned</i>	\$826.70	<u>Electronic Pmts:</u>	
		Credit Card	\$0.00
		Debt Service	\$25,377.21
Total Sewer Operating Fund Receipts:	\$50,047.45	Total Expenditures:	\$211,529.95
REFUSE FUND			
Receipts	\$17,471.32	Accounts Payable	\$94,092.31
<i>Interest Earned</i>	\$488.25		
Total Refuse Fund Receipts:	\$17,959.57	Total Expenditures:	\$94,092.31
BOND FUND			
Receipts	\$0.00	Accounts Payable	\$5,090.66
<i>Interest Earned</i>	\$3,734.50		
Total Bond Fund Receipts:	\$3,734.50	Total Expenditures:	\$5,090.66
SEWER CAPITAL RESERVE FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
<i>Interest Earned</i>	\$928.16		
Total Sewer Capital Reserve Fund Receipts:	\$928.16	Total Expenditures:	\$0.00
OPERATING RESERVE FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
<i>Interest Earned</i>	\$725.55		
Total Operating Reserve Fund Receipts:	\$725.55	Total Expenditures:	\$0.00