

AGENDA
EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS

Tuesday, May 4, 2021

7:00 PM

Dial In Number: (929) 205 6099

Access Code: 880 7329 8513 # #

During this tele-conference BOS meeting, public comment will be handled as follows:

- The public will be muted during the meeting when the Board is talking.
 - For each agenda item that requires a Board vote, the public will be given an opportunity to comment and ask questions.
 - Participants wishing to comment must state their name and must speak one at a time.
 - Comments or questions can also be submitted via email to info@eastgoshen.org or by pushing *9 if you are on the phone.
 - Participants should turn down the volume if they are livestreaming the meeting on YouTube.
1. Call to Order (7:00 PM)
 2. Pledge of Allegiance
 3. Moment of Silence
 4. Announce that the meeting is being streamed live on YouTube.
 5. Chairman's Report (7:05 PM to 7:15 PM)
 - a. Appointment of Interim Township Manager.
 - b. The Board met in executive session prior to tonight's meeting to discuss a pending legal matter concerning the Flynn (Safety Seven) V. Sunoco matter that is before the PUC and with the Township Solicitor to discuss a legal matter concerning the Paoli Pike Trail easements.
 - c. Dr. Sasowsky's report on the subsidence at 410 North Chester Road and a summary by the Pipeline Task Force has been posted on the website
 - d. The Notice to Proceed for Segment A of the Paoli Pike Trail has been issued and the work is expected to commence by the end of May.
 6. Public Hearings (7:15 PM to 7:30 PM)
 - a. Consider ordinance amending the East Goshen Township Code, Chapter 83 titled "Animals", Section 83-11 to require owners of animals to reimburse the township fees that the township incurs in responding to animal complaints, seizure and detention of animals.
 - b. Consider ordinance amending the East Goshen Township Code, Chapter 169 titled "Peddling and Soliciting", Section 169-2 to revise the process for issuance of a peddling and soliciting license.
 7. Emergency Services Reports
 - a. WEGO – None
 - b. Goshen Fire Co – None
 - c. Malvern Fire Co – None
 - d. Good Fellowship – None
 8. Fire Marshal – None
 9. Financial Report – None

10. Approval of Minutes and Treasurer's Report (7:30 PM to 7:35 PM)
 - a. Minutes – April 20, 2021
 - b. Treasurers Report – April 29, 2021
11. Old Business - None
12. New Business
 - a. Consider Paoli Pike Trail easements for Acero Holdings. (7:35 PM to 7:40 PM)
 - b. Consider recommendation on Village Square Parking Islands. (7:40 PM to 7:45 PM)
 - c. Consider resolution recognizing the "Safety 7". (7:45 PM to 7:50 PM)
 - d. Consider recommendation to allow Rec Program activities at the Township Building. (7:50 PM to 8:00 PM)
 - e. Consider recommendation for Long Range Planning Session and Budget Process (8:00 PM to 8:15 PM)
 - f. Consider replacement of phone system. (8:18 PM to 8:20 PM)
 - g. Consider recommendation on issuance of refuse and recycling bids (8:20 PM to 8:25 PM)
 - h. Consider Stormwater Agreement for 1631 E. Strasburg Road. (8:25 PM to 8:30 PM)
13. Any Other Matter
14. Public Comment (8:30 PM to 9:00 PM)
15. Liaison Reports - none
16. Correspondence, Reports of Interest –
 - a. April 27, 2021 - ESKE Zoning Hearing Board letter
 - b. April 27, 2021 – CTDI Zoning Hearing Board letter
17. Adjournment (9:00 PM)

Meetings & Dates of Importance

May 4, 2021	Board of Supervisors	07:00 pm
May 5, 2021	Planning Commission	07:00 pm
May 6, 2021	Park & Rec Commission	07:00 pm
May 10, 2021	Municipal Authority	07:00 pm
May 11, 2021	Board of Supervisors	07:00 pm
May 12, 2021	Conservancy Board	07:00 pm
May 13, 2021	Pipeline Task Force	06:30 pm
May 13, 2021	Historical Commission	07:00 pm
May 18, 2021	Election Day	-----
May 20, 2021	Futurist Committee	07:00 pm
May 24, 2021	Sustainability Advisory Committee	07:00 pm
May 26, 2021	Zoning Hearing Board	07:00 pm
May 29, 2021	Carnival of Ruin	01:00 & 3:00 pm
May 31, 2021	Memorial Day – Office Closed	-----

Newsletter Deadline for Summer 2021: May 24.

The Chairperson, in his or her sole discretion, shall have the authority to rearrange the agenda accommodate the needs of other board members, the public or an applicant.

Public Comment – Pursuant to Section 710.1 of the Sunshine Act the Township is required to include an opportunity for public comment which is intended to allow residents and/or taxpayers to comment on matters of concern, official action or deliberation which are or may be before the Board of Supervisors. Matters of concern which merit additional research will be placed on the agenda for the next meeting. The Board of Supervisors will allocate a maximum of 30 minutes for public comment at each meeting.

Constant Contact - Want more information about the latest news in the Township and surrounding area? East Goshen Township and Chester County offer two valuable resources to stay informed about important local issues. East Goshen communicates information by email about all Township news through Constant Contact. To sign up, go to www.eastgoshen.org, and click the “E-notification & Emergency Alert” button on the left side of the homepage.

ReadyChesco - Chester County offers an emergency notification system called ReadyChesco, which notifies residents about public safety emergencies in the area via text, email and cell phone call. Signing up is a great way to keep you and your loved ones safe when disaster strikes. Visit www.readychesco.org to sign up today!

Smart 911 – Smart 911 is a new service in Chester County that allows you to create a Safety Profile at www.smart911.com that includes details you want the 9-1-1 center and public safety response teams to know about your household in an emergency. When you dial 9-1-1, from a phone associated with your Safety Profile that information automatically displays to the 9-1-1 call taker allowing them to send responders based on up-to-date location and emergency information. With your Safety Profile, responders can arrive aware of many details they would not otherwise know. Fire crews can arrive knowing exactly how many people live in your home and where the bedrooms are located. EMS personnel can know family members’ allergies or specific medical conditions. And police can access a photo of a missing family member in seconds rather than minutes or hours, helping the search start faster.

Westtown East Goshen Regional Police Department

Do you want to get the latest news about what is happening with the Westtown-East Goshen (WEGO) Police Department? WEGO has an online tool called CRIME WATCH that gives the public direct access to crime and public safety related information happening in our community. Local residents are encouraged to visit the website and connect with the police department social media sites.

To sign up for CRIME WATCH, <https://chester.crimewatchpa.com/wegopd/53548/content/links>.

F:\Data\Shared Data\Agendas\Board of Supervisors\2021\2021-04-20_Board of Supervisors Agenda with time.doc

[Click here to see full report on
subsidence.](#)

THE EAST GOSHEN PIPELINE TASK FORCE

SUMMARY OF FINDINGS FOR THE BOARD OF SUPERVISORS

The following summary document has been compiled for review by the Board of Supervisors and is based upon a desktop study investigation conducted by an independent professional geologist, engaged by the Township, to review matters related to the subsidence area in East Goshen Township.

APRIL 2021

CAROLINE HUGHES, CHAIR

WILLIAM WEGEMANN, CO-CHAIR

GERALD SEXTON

JUDITH DI FONZO

CHRISTINA MORLEY

JIM CHRISTENSON

JEANNINE DELVESCOVO

BACKGROUND

As soon as the Pipeline Task Force (PTF) became aware of a possible subsidence in East Goshen Township on North Chester Road just south of the entrance to Pin Oak, near an active hazardous volatile liquid (HVL) pipeline and other critical utilities, the Task Force unanimously agreed this was a major priority. Over the course of several meetings, discussions focused on what resources might be available to assist in determining the severity of the situation and the safety implications. We discussed the possibilities of assistance from the County, the DEP, the PUC, DCNR's Bureau of Topographic & Geologic Survey, Sunoco/ET, PennDoT, and hiring an independent expert consultant ourselves. As both the DEP and the PUC had been in receipt of the letter notifying entities of the existence of the subsidence and had failed to contact the Township, the Task Force felt greater confidence in the option of hiring an independent expert to advise us on the situation. An additional factor considered before recommending the expenditure of hiring an outside consultant was the recent poor experience the Township faced when trying to acquire geological reports from PennDoT regarding the subsurface conditions of Boot Road. Ultimately, we determined that the expense of hiring our own independent expert was far less than the lost time and resources expended attempting to gain insufficient reports from third parties.

The independent professional that we recommended, Dr. Ira Sasowsky, is impressively credentialed in his area of expertise. He holds a B.S. in Geology from the University of Delaware; a M.S. in Geology from The Pennsylvania State University; and a Ph.D. in Geology from The Pennsylvania State University. He is currently a Professor of Geology & Environmental Sciences at the University of Akron (Ohio) as well as the Director of the Center for Environmental Studies at the University.

THE INVESTIGATION

Dr. Sasowsky proposed a multi-tiered approach to investigating the situation in East Goshen. With each step increasing in complexity and expense, we as a group elected to begin with a preliminary desktop investigation that included a thorough research and review of available information about the site. This included topography, hydrology, geology, infrastructure, and recent changes.

Dr. Sasowsky conducted phone interviews with members of the Task Force who had detailed knowledge of the site. Township Manager Rick Smith provided historical information of the property and site building plans. Task force members Wegemann and Morley conducted an on-site visit with Twp Manager Smith to photograph specific areas near the subsidence as requested by Dr. Sasowsky. Publicly available information and data from the DEP and DCNR website(s) was referenced as well. Dr. Sasowsky had a telephone call with a PennDoT geologist who performed limited exploratory work at the site, and he had a phone call with the whistleblower geologist who made the initial report about the subsidence.

FINDINGS

Dr. Sasowsky's full report is [publicly available](#) on the Township website for the Board and the public to review. It is written in a format that is clear and easy to understand. The report is on professional letterhead, dated, signed, and bears Dr. Sasowsky's professional seal.

In general, Dr. Sasowsky confirms that there is a subsidence of undetermined cause at the stated location in East Goshen Township. The subsidence is categorized as "minimal", but it is recommended that ongoing monitoring be performed. PennDoT's excavation of the site was limited in scope and although in their report it was stated that a rotting tree stump was found, it was not photographed. It has also been

determined that the backfilling of the excavated area should not be considered remediation as proper remediation typically requires one to address the underlying cause, which has not been determined. On several occasions it was explained to us that PennDOT's primary goal was likely to determine if there was any impact to the roadway. Our interest was to determine if a subsidence was present and attempt to locate the cause.

In conclusion, the Pipeline Task Force stands ready to adopt Dr. Sasowsky's recommendation of continued, regular monitoring of the subsidence area and is willing to assist the Township staff in any way to assure that someone is visiting the site on a regularly scheduled basis, documenting those visits, taking photographs, and reporting any changes to the appropriate persons. We recommend that any changes be immediately communicated to Dr. Sasowsky and kindly request that the Pipeline Task Force be included as well.

Thank you for the opportunity to serve the Township and the residents.

Sincerely,

The East Goshen Pipeline Task Force Members

NOTICE IS GIVEN that the Board of Supervisors of East Goshen Township will conduct a public hearing on **Tuesday, May 4, 2021** as part of the regularly scheduled public meeting which begins at 7:00 p.m., prevailing time to consider and possibly adopt an Ordinance with the following title and summary:

AN ORDINANCE AMENDING THE EAST GOSHEN TOWNSHIP CODE, CHAPTER 83 TITLED "ANIMALS" , SECTION 83-11 TO REQUIRE OWNERS OF ANIMALS TO REIMBURSE THE TOWNSHIP FEES THAT THE TOWNSHIP INCURS IN RESPONDING TO ANIMAL COMPLAINTS, SEIZURE AND DETENTION OF ANIMALS; AND CHAPTER 169 TITLED "PEDDLING AND SOLICITING", SECTION 169-2 TO REVISE THE PROCESS FOR ISSUANCE OF A PEDDLING AND SOLICITING LICENSE.

Due to the COVID-19 public health crisis, the hearing and public meeting will not be in-person and instead members of the public are invited to participate via tele-conference by dialing (929) 205-6099 or (301) 715 8592; Access Code: 880-7329-8513.

The complete verbatim text of the proposed Ordinance is available for public inspection and may be examined without charge or obtained for a charge not greater than the cost thereof by calling the Township's administrative offices at (610) 692-7171 from 8:00 a.m. to 5:00 p.m., Monday through Friday. The Ordinance is also on file for public inspection at the offices of the *Daily Local News* by calling 215-648-1066 and the Chester County Law Library, Chester County Justice Center, Suite 2400, 201 W. Market Street, West Chester, PA 19380, where the same may be examined without charge. If any person requires an accommodation to participate in the hearing, please contact the Township building at least 24 hours in advance of the hearing at (610) 692-7171.

Kristin S. Camp, Esquire
East Goshen Township Solicitor

PLEASE PUBLISH ON APRIL 26, 2021

EAST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA

ORDINANCE NO. 2021-_____

AN ORDINANCE AMENDING THE EAST GOSHEN TOWNSHIP CODE, CHAPTER 83 TITLED “ANIMALS” , SECTION 83-11 TO REQUIRE OWNERS OF ANIMALS TO REIMBURSE THE TOWNSHIP FEES THAT THE TOWNSHIP INCURS IN RESPONDING TO ANIMAL COMPLAINTS, SEIZURE AND DETENTION OF ANIMALS; AND CHAPTER 169 TITLED “PEDDLING AND SOLICITING”, SECTION 169-2 TO REVISE THE PROCESS FOR ISSUANCE OF A PEDDLING AND SOLICITING LICENSE.

BE IT ENACTED AND ORDAINED by the Board of Supervisors of East Goshen Township that the East Goshen Township Code, shall be amended as follows:

SECTION 1. Chapter 83 of the East Goshen Township Code, titled, “Animals”, shall be amended at Section 83-11 to state as follows:

“§ 83-11. Reimbursement of expenses. The owner of an animal shall reimburse the Township for all expenses and fees incurred by the Township as a result of the animal control officer or police responding to complaints and investigations of animals within the Township where a citation is ultimately issued by the animal control officer or police and the owner of the animal has been found guilty by the court and for instances where an animal is seized and detained by the animal control officer or police. In such situations, the Township shall send a bill to the owner of the animal documenting any and all expenses which the Township incurred. The owner shall reimburse the Township for those expenses within 15 days of receipt of the bill.”

SECTION 2. Chapter 169 of the East Goshen Township Code, titled, “Peddling and Soliciting”, shall be amended at Section 169-2.A by deleting subparagraph (9).

SECTION 3. Severability. If any sentence, clause, section, or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections, or parts hereof. It is hereby declared as the intent of the Board of Supervisors that this Ordinance would have been adopted had such unconstitutional, illegal, or invalid sentence, clause, section, or part thereof not been included herein.

SECTION 4. Repealer. All ordinances or parts of ordinances conflicting with any provision of this Ordinance are hereby repealed insofar as the same affects this Ordinance.

SECTION 5. Effective Date. This Ordinance shall become effective five days from the date of adoption.

ENACTED AND ORDAINED this _____ day of _____, 2021.

ATTEST:

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS**

Louis R. Smith, Secretary

David E. Shuey, Chair

Michael P. Lynch, Vice-Chair

John Hertzog, Member

E. Martin Shane, Member

Michele Truitt, Member

F:\Data\Shared Data\Admin Dept\Township Code\Animals\2021\580153 (002).docx

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
TUESDAY, April 20, 2021
Draft 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 David Shuey; Vice-Chairman Mike Lynch; Members: John Hertzog, Marty Shane and Michele Truitt; Township Manager Rick Smith; Zoning Officer Mark Gordon; Finance Director Dave Ware; Senior Staff Accountant Chris Boylan; Futurist Committee Members: Brandon Groff, Tom Kilburn, Jeff O'Donnell, Brian Sweet; Pipeline Task Force Member Christina Morley

Call to Order & Pledge of Allegiance

David called the meeting to order at 7:00 p.m. Marty led the Pledge of Allegiance. Michele called for a moment of silence to recognize first responders, fire fighters, and front-line workers.

David announced that the meeting is being recorded and livestreamed on YouTube.

Chairman's Report

David introduced Dave Ware as the new Finance Director/Treasurer for the Township.

David announced:

- a. That the Board met in executive session prior to tonight's meeting to discuss a personnel matter concerning an ABC member, and with the Township solicitor to discuss a legal matter concerning the Paoli Pike Trail easements.
- b. The Public Utility Commission's Administrative Law Judge, Judge Barnes, has issued her preliminary decision in Meghan Flynn et al v. Sunoco Pipeline LP. Mike acknowledged the Safety Seven and all their efforts for the citizens of East Goshen Township. A resolution to recognize them will be presented at the next meeting.
- c. The Recycling Toter Pilot Program organized by the Sustainability Advisory Committee and Township staff will begin April 21. To encourage recycling, ninety-eight (98) wheeled toters will be provided to residents on a first-come, first-serve basis.

Westtown East Goshen Police Report

Chief Brenda Bernot reported that from March 11 through April 10 there were 520 calls for service in East Goshen. This is a 36.4% increase as compared to this time in 2020 but is slightly below pre-pandemic levels.

1 Chief Bernot encourages all to visit the WEGO Crimewatch blotter. She highlighted two trends
2 that have been occurring in East Goshen Township over the last month: 1) scams and 2)
3 domestic disturbances.

4 5 **Fire Company Reports**

6 Carmen reported the following fire company statistics for East Goshen:

- 7 • There were 3 elevator calls at Wellington within the past 3 weeks.
- 8 • In March, Goshen Fire Company responded to 20 fire calls, 11 fire police calls and 167 EMS
9 calls.
- 10 • In the first quarter of 2021, Malvern Fire Company responded to 72 calls – 12 BLS (Basic)
11 and 60 ALS (Advanced Life Support). Carmen noted that this total still shows a discrepancy
12 of one call.
- 13 • In March, Good Fellowship responded to 46 calls.

14
15 Mike questioned if lift assist calls could be handled with the internal operations of the senior
16 living facility. Carmen noted that lift assists do not always originate in the senior living centers.
17 Michele asked if Medicare could be charged for an individual needing assistance at a facility.
18 Carmen will find out more information about this.

19
20 For comparison reasons, Mike requested previous year fire company statistics. Carmen will ask
21 Good Fellowship, Malvern Fire Company and Goshen Fire for this data.

22
23 Carmen announced there will be a limited Mother's Day flower sale. Michele asked if the 15-
24 week club fund-raiser could be conducted during the summer. Carmen will investigate.

25 26 **Financial Report**

27 Chris Boylan reported a positive variance of \$1,400,000 and stated that expenses are lower than
28 budgeted. She continued that revenues are stronger than anticipated due to the sale of
29 commercial properties, permit income and real estate transfers. Additionally, the Township
30 received the State Liquid Fuels revenues at 3% more than budgeted which was invested in a
31 special PLGIT TERM, earning 0.12%, and maturing on December 23, 2021. Chris Boylan
32 added that the utility AR is at an almost all-time low.

33 34 **Approval of Minutes**

35 Michele made a motion to approve the minutes of April 6, 2021. John seconded. The motion
36 passed 5-0.

37 38 **Approval of Treasurer's Reports**

39 Michele noted that she would like to see more detailed service information on the invoices from
40 B&D Computer Solutions.

41
42 Michele asked if the Township received any charge back from the SPCA to which Rick replied
43 that there was not. Mark Gordon explained that the Township cannot recoup fees for the bite
44 complaint listed on the invoice. Michele and Mike asked to have the Township ordinance revised
45 so the Township could be reimbursed.

1 Michele made a motion to accept the receipts and approve the expenditures as presented in the
2 Expenditure Register and as summarized in the April 15, 2021, Treasurer's Report. Mike
3 seconded. The motion passed 5-0.
4

5 **Old Business**

6 **Consider Futurist Committee Survey**

7 The Board agreed that the Survey has a good quality interface and includes good base data.
8

9 Russ Frank, 451 Gateswood Drive, questioned why the survey includes querying the
10 race/ethnicity of the resident. Brandon explained that this question will ensure that the Township
11 receives data that reflects the diversity of the Township base as would be reported by the Census.
12 Jeff echoed Brandon's explanation and added that the intent of the survey and of the Futurist
13 Committee is for residents to be able to tell the Township what they want in East Goshen.
14

15 Christina Morley indicated that the second option on Questions 6 & 7 should read: "I work in a
16 physical location in East Goshen other than my home." Brandon noted the change to the survey.
17

18 David said that the survey does not address pipeline safety. Tom explained that the intent is to
19 keep this survey general and short. The pipeline safety issue could be addressed in a follow-up
20 survey jointly compiled by the Futurist Committee and the Pipeline Task Force.
21

22 Marty made a motion to approve the Futurist Committee Survey for distribution with the changes
23 noted by Christina Morley. Mike seconded. The motion passed 5-0.
24

25 **New Business**

26 **Consider CTDI Sign Variance Application for 1365 Enterprise Drive.**

27 Brian Nagle, Esquire, MacElree Harvey, Ltd and Keith Montone, CTDI, were present to discuss
28 the application for a Zoning Variance request for the signage on the property at 1365 Enterprise
29 Drive. CTDI is seeking relief from §240-22 Q.(5) of the Zoning Ordinance, specifically, relief is
30 being requested for: the maximum number of signs permitted on a building and the maximum
31 number of wall signs.
32

33 Marty motioned to support the variance requests from CTDI at 1365 Enterprise Drive, from
34 §240-22.Q(5)as outlined in their application, with conditions. The property is located in the
35 Business Park District of the Township and the proposed relief will not pose significant impact
36 to the character of Business Park nor pose significant impacts on the adjacent residential
37 neighborhoods:

- 38 1. Permit a maximum of two (2) wall signs for the subject building.
- 39 2. Permit the wall signs to have a maximum area of 166.8 square feet of each sign.
- 40 3. The applicant will agree to provide a dimming function so that the signage lighting can
41 be adjusted to the satisfaction of the Township.
- 42 4. The applicant agrees to turn off the wall sign lighting no later than 10 pm.
- 43 5. The signage shall be installed as depicted in the application.
44

45 Michele seconded. The motion passed 4-0, with Mike abstaining on the ground that he believes
46 that the Board should take no position on Zoning Hearing Board matters.

1 **Consider Roadside Litter Collection**

2 Marty made a motion that the 2021 Budget be amended by increasing the Admin, General
3 Expense Line Item 0401.3000 from \$12,156 to \$23,815 with funds coming from the unallocated
4 Fund Balance to provide for Roadside Litter Collection in 2021 via contract with AJ Blosenski.
5 The Township Public Works Director will schedule this service. Mike seconded. The motion
6 passed 5-0.

7
8 **Consider amendment to Peddling and Soliciting Ordinance**

9 Marty, made a motion to schedule a public hearing to amend the Peddling and Soliciting
10 Ordinance Chapter 169, Sections§ 169-2 Application and § 169-3 Rules of Conduct and amend
11 the Township Fee Schedule Resolution 2021-134. Mike seconded.

12
13 Russ Frank stated that solicitors have come to his house without the Township issued id and
14 license and asked how this should be properly handled. Rick explained that residents should not
15 confront solicitors but instead politely say “no thank you” and then contact the police.

16
17 The motion passed 5-0.

18
19 **Consider request from Village Square Shopping Center**

20 Edward McFalls, Hershey Mill Commercial Holdings, LLC was present to request that the Board
21 consider allowing the Village Square Shopping Center to repave the lot without restoring the
22 islands that were removed during the Sunoco construction.

23
24 David tabled this request until the next meeting.

25
26 There was discussion about having Sunoco restore the berm along Boot Road / Village Square
27 Shopping Center to its previous state. The Board will support this effort.

28
29 **Consider authorizing the Chair to execute Stormwater Management Agreements**

30 Michele made a motion that the Board authorize the Chairman to sign the storm water
31 management, operation and maintenance agreements for:

- 32 1. 1502 Meadowbrook Lane
33 2. 426 Barker Drive

34 Mike seconded. The motion passed 5-0.

35
36 **Acknowledge status report for Marydell Pond Landscaping**

37 Rick explained that the Marydell Pond tree planting will be postponed until the fall of 2021 due
38 to nurseries not having the supplies of the required tree species. Mark Miller will be contacting
39 Pennoni for alternate tree species.

40 Michele added that the \$11,000 budgeted for this planting may no longer cover the costs. She
41 explained that the Conservancy Board is allocating some of their budget from their fall planting
42 to the Marydell Pond planting. David recommended that the Conservancy Board contact Philip
43 Watson.

44 The Board acknowledged this status.

1 **Consider recognition of Rick Smith's retirement**

2 Mike made a motion to approve Rick's recognition in the amount of \$5464 as a maximum
3 amount due to the potential of private contributions. John seconded. The motion passed 5-0.

4 **Any Other Matter**

5 There was discussion about problems with PennDOT's road maintenance and paving on Boot
6 Road.

7
8 **Public Comment**

9 None

10
11 **Adjournment**

12 There being no further business, Michele made a motion to adjourn at 9:15 pm. Marty seconded.
13 The motion passed 5-0.

14
15 Respectfully submitted,

16 *Susan D'Amore*

17
18 Attached: April 15, 2021 Treasurer's Report

**TREASURER'S REPORT
RECEIPTS AND BILLS**

March 31, 2021 - April 15, 2021

GENERAL FUND

Real Estate Tax	\$79,135.33
Earned Income Tax	\$79,050.07
Local Service Tax	\$12,746.62
Transfer Tax	\$23,226.00
General Fund Interest Earned	\$201.79
Total Other Revenue	\$154,549.97

Total General Fund Receipts: \$348,909.78

STATE LIQUID FUELS FUND

Receipts	\$0.00
Interest Earned	\$0.09
Total State Liquid Fuels Receipts:	\$0.09

CAPITAL RESERVE FUND

Receipts	\$66,988.44
Interest Earned	\$146.72
Total Capital Reserve Fund Receipts:	\$67,135.16

TRANSPORTATION FUND

Receipts	\$0.00
Interest Earned	\$69.80
Total Transportation Fund Receipts:	\$69.80

SEWER OPERATING FUND

Receipts	\$34,166.53
Interest Earned	\$32.98

Total Sewer Operating Fund Receipts: \$34,199.51

REFUSE FUND

Receipts	\$3,890.52
Interest Earned	\$11.54
Total Refuse Fund Receipts:	\$3,902.06

BOND FUND

Receipts	\$0.00
Interest Earned	\$51.24
Total Bond Fund Receipts:	\$51.24

SEWER CAPITAL RESERVE FUND

Receipts	\$0.00
Interest Earned	\$65.52
Total Sewer Capital Reserve Fund Receipts:	\$65.52

OPERATING RESERVE FUND

Receipts	\$0.00
Interest Earned	\$81.24
Total Operating Reserve Fund Receipts:	\$81.24

Accounts Payable	\$135,259.63
Electronic Pmts:	
Credit Card	\$0.00
Postage	\$0.00
Debt Service	\$0.00
Payroll	\$256,798.04

Total Expenditures: \$392,057.67

Accounts Payable	\$0.00
------------------	--------

Total Expenditures: \$0.00

Accounts Payable	\$249,388.44
------------------	--------------

Total Expenditures: \$249,388.44

Accounts Payable	\$0.00
------------------	--------

Total Expenditures: \$0.00

Accounts Payable	\$157,167.69
Electronic Pmts:	
Credit Card	\$0.00
Debt Service	\$0.00

Total Expenditures: \$157,167.69

Accounts Payable	\$81,630.37
Credit Card	\$0.00

Total Expenditures: \$81,630.37

Accounts Payable	\$7,122.15
------------------	------------

Total Expenditures: \$7,122.15

Accounts Payable	\$0.00
------------------	--------

Total Expenditures: \$0.00

Accounts Payable	\$0.00
------------------	--------

Total Expenditures: \$0.00

\$454,414.40

\$887,366.32
\$256,798.04
(\$630,568.28)

**EAST GOSHEN TOWNSHIP
MEMORANDUM**

TO: BOARD OF SUPERVISORS
FROM: DAVE WARE
SUBJECT: PROPOSED PAYMENTS OF BILLS
DATE: APRIL 29, 2021

Attached please find the Treasurer's Report for the weeks of April 15, 2021 -- April 29, 2021.

Included in debt service in the Sewer Operating Fund is the final principal payment of \$24,000 on the 2000 Spray Irrigation Loan.

\$15,519 paid from Capital Reserve Fund for Hershey's Mill Dam site development expenses.

Recommended motion: Mr. Chairman, I move that we graciously accept the receipts and approve the expenditures as presented in the Expenditure Register and as summarized in the Treasurer's Report.

EAST GOSHEN TOWNSHIP
MONTHLY DEBT PAYMENT BREAKDOWN
April 25, 2021

GENERAL FUND:

Interest payment	Principal payment	Year of Issuance	Loan Description	Original loan amount	Remaining Principal	Retirement Date
\$4,011.89	\$0.00	2003	Multi purpose 9 projects	\$5,500,000.00	\$ 1,117,000.00	2023
\$83.20	\$24,000.00	2000	Spray Irrigation	\$287,000.00	0.00	2021
\$70,950.00	\$0.00	2017	G Playground , Dams, & Paoli Pike Trail	\$5,310,000.00	\$5,295,000.00	2037

SEWER FUND:

Interest payment	Principal payment	Year of Issuance	Loan Description	Original loan amount	Remaining Principal	Retirement Date
\$19,295.10	\$0.00	2008	RCSTP Expansion	\$9,500,000	\$5,847,000.00	2032
\$4,568.42	\$0.00	2013	Diversion Projects	\$2,500,000	\$1,798,000.00	2033
\$35,794.38	\$0.00	2017	S West Goshen STP	\$2,840,000	\$2,585,000.00	2037

**TREASURER'S REPORT
RECEIPTS AND BILLS**

April 15, 2021 - April 29, 2021

GENERAL FUND

Real Estate Tax	\$11,575.94
Earned Income Tax	\$91,200.00
Local Service Tax	\$2,400.00
Transfer Tax	\$0.00
<i>General Fund Interest Earned</i>	\$0.00
Total Other Revenue	\$30,092.29

Total General Fund Receipts: \$135,268.23

Accounts Payable	\$77,782.05
<u>Electronic Pmts:</u>	
Credit Card	\$3,189.02
Postage	\$0.00
Debt Service	\$99,045.09
Payroll	\$139,550.34

Total Expenditures: \$319,566.50

STATE LIQUID FUELS FUND

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

Accounts Payable	\$0.00
Total Expenditures:	<u>\$0.00</u>

CAPITAL RESERVE FUND

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

Accounts Payable	\$15,610.50
Total Expenditures:	<u>\$15,610.50</u>

TRANSPORTATION FUND

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

Accounts Payable	\$0.00
Total Expenditures:	<u>\$0.00</u>

SEWER OPERATING FUND

Receipts	\$137,086.54
<i>Interest Earned</i>	\$0.00

Total Sewer Operating Fund Receipts: \$137,086.54

Accounts Payable	\$174,361.51
<u>Electronic Pmts:</u>	
Credit Card	\$0.00
Debt Service	\$59,657.90
Total Expenditures:	<u>\$234,019.41</u>

REFUSE FUND

Receipts	\$61,039.98
<i>Interest Earned</i>	\$0.00
Total Refuse Fund Receipts:	<u>\$61,039.98</u>

Accounts Payable	\$27,523.11
Credit Card	\$0.00
Total Expenditures:	<u>\$27,523.11</u>

BOND FUND

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

Accounts Payable	\$2,240.00
Total Expenditures:	<u>\$2,240.00</u>

SEWER CAPITAL RESERVE FUND

Receipts	\$0.00
<i>Interest Earned</i>	\$0.00
Total Sewer Capital Reserve Fund Receipts:	<u>\$0.00</u>

Accounts Payable	\$34.50
Total Expenditures:	<u>\$34.50</u>

OPERATING RESERVE FUND

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

Accounts Payable	\$34.50
Total Expenditures:	<u>\$34.50</u>

Report Date 04/26/21

Expenditures Register
GL-2104-78359

PAGE 1

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
01	GENERAL FUND									
6				ABC PAPER & CHEMICAL INC						
65108	1	01409	3740	TWP. BLDG. - MAINT & REPAIRS TOILET TISSUE & LARGE TRASH BAGS	112565	04/23/21	04/26/21	04/23/21	21073	120.67
										120.67
68				AMS APPLIED MICRO SYSTEMS LTD.						
65112	1	01401	3120	CONSULTING SERVICES MARCH 2021	67584	04/23/21	04/26/21	04/23/21	21074	1,152.00
65112	2	01414	5001	ZONING IT CONSULTING MARCH 2021 - GEO PLAN	67584	04/23/21	04/26/21	04/23/21	21074	28.00
										1,180.00
82				ASSOCIATED TRUCK PARTS						
65116	1	01430	2330	VEHICLE MAINT AND REPAIR BRAKE DRUM, SHOE & REPAIR KIT #43	473943	04/23/21	04/26/21	04/23/21	21075	382.50
65117	1	01430	2330	VEHICLE MAINT AND REPAIR BRAKE SLACK ADJUSTMT. #40	474204	04/23/21	04/26/21	04/23/21	21075	219.70
65118	1	01430	2330	VEHICLE MAINT AND REPAIR LONG STROKE WELDED CLEVIS #40	474449	04/23/21	04/26/21	04/23/21	21075	85.00
65119	1	01430	2330	VEHICLE MAINT AND REPAIR TANDEM CHAMBER & CLEVIS	474753	04/23/21	04/26/21	04/23/21	21075	120.00
										807.20
4452				BH TUBES						
65120	1	01430	2330	VEHICLE MAINT AND REPAIR COOLANT TUB - PETERBILTS	000011801	04/23/21	04/26/21	04/23/21	21076	193.00
										193.00
4446				BUCHHOLZ, AMANDA						
65123	1	01367	3100	SUMMER PROGRAM REFUND RE: CANCELED SUMMER CAMP	0825914	04/23/21	04/26/21	04/23/21	21077	100.00
										100.00
197				BUCKLEY BRION MCGUIRE & MORRIS						
65124	1	01404	3140	LEGAL - ADMIN LEGAL SERVICE 3/2-3/25/21	25076	04/23/21	04/26/21	04/23/21	21078	588.00
65124	2	01413	3140	LEGAL - TWP CODE LEGAL SERVICE 3/2-3/25/21	25076	04/23/21	04/26/21	04/23/21	21078	120.00
65124	3	01414	3110	LEGAL - CODES LEGAL SERVICE 3/2-3/25/21	25076	04/23/21	04/26/21	04/23/21	21078	300.00
65124	4	01414	3140	LEGAL - PLANNING COMMISSION LEGAL SERVICE 3/2-3/25/21	25076	04/23/21	04/26/21	04/23/21	21078	20.00
65129	1	01414	3141	LEGAL - ZONING HEARING BOARD LEGAL SERV. 1/12-2/27/21 R.PLUMMER	24759	04/23/21	04/26/21	04/23/21	21078	1,091.60

Report Date 04/26/21

Expenditures Register
GL-2104-78359

PAGE 2

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
01	GENERAL FUND									
197				BUCKLEY BRION MCGUIRE & MORRIS						
65130	1	01414	3141	LEGAL - ZONING HEARING BOARD	25079	04/23/21	04/26/21	04/23/21	21078	620.00
				LEGAL SERV. 3/1-3/22/21 R.PLUMMER						
										2,739.60
2675				CANDLESTICK COMMUNICATIONS						
65133	1	01401	3210	COMMUNICATION EXPENSE	R2104091158	04/23/21	04/26/21	04/23/21	21079	85.00
				ADD EXT. FOR G.ALTHOUSE W/VOICEMAIL						
										85.00
3488				CINTAS CORPORATION #287						
65134	1	01409	3740	TWP. BLDG. - MAINT & REPAIRS	4082120228	04/23/21	04/26/21	04/23/21	21080	50.23
				WEEK END 4/21/21 CLEAN MATS						
65134	2	01487	1910	UNIFORMS	4082120228	04/23/21	04/26/21	04/23/21	21080	510.65
				WEEK END 4/21/21 CLEAN UNIFORMS						
65135	1	01409	3740	TWP. BLDG. - MAINT & REPAIRS	4080781363	04/23/21	04/26/21	04/23/21	21080	50.23
				WEEK END 4/07/21 CLEAN MATS						
65135	2	01487	1910	UNIFORMS	4080781363	04/23/21	04/26/21	04/23/21	21080	510.65
				WEEK END 4/07/21 CLEAN UNIFORMS						
65136	1	01409	3740	TWP. BLDG. - MAINT & REPAIRS	4081472387	04/23/21	04/26/21	04/23/21	21080	50.23
				WEEK END 4/14/21 CLEAN MATS						
65136	2	01487	1910	UNIFORMS	4081472387	04/23/21	04/26/21	04/23/21	21080	510.65
				WEEK END 4/14/21 CLEAN UNIFORMS						
										1,682.64
2043				CLEAN-FLO INTERNATIONAL						
65137	1	01454	3725	SATELITE PARK IMPROVEMENT (PONDS)	11246	04/23/21	04/26/21	04/23/21	21081	934.99
				ONE YR. MAINTENANCE - PIN OAK &						
				BOW TREE PONDS						
										934.99
2491				COMCAST 8499-10-109-0107472						
65140	1	01401	3210	COMMUNICATION EXPENSE	041021	04/23/21	04/26/21	04/23/21	21082	29.41
				0107472 4/17-5/16/21 PW TV						
										29.41
2912				CONTINENTAL FIRE & SAFETY INC.						
65141	1	01430	2600	MINOR EQUIP. PURCHASE	L1789	04/23/21	04/26/21	04/23/21	21083	3,885.50
				ACMETHREAD STRUTS & EXTENSIONS						
										3,885.50

Larger Trench Struts

Report Date 04/26/21

Expenditures Register

PAGE 3

[illegible]

Report Date 04/26/21

Expenditures Register
GL-2104-78359

PAGE 4

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
2325				EAST GOSHEN TWP. SEWER/REFUSE CLEARING						
	65155	1	01409 3605	PW BLDG - FUEL,LIGHT,SEWER & WATER QTR.2 2021 UTILITY PAYMT. PW	040121-PW	04/23/21	04/26/21	04/23/21	21091	447.83
										447.83
4359				FATSCHER, STEPHANIE						
	65158	1	01367 3100	SUMMER PROGRAM REFUND RE: CANCELTION SUMMER CAMP	825905	04/23/21	04/26/21	04/23/21	21092	110.00
										110.00
4136				FIRSTNET - #287290606505						
	65159	1	01401 3210	COMMUNICATION EXPENSE MARCH 2021	505X04082021	04/23/21	04/26/21	04/23/21	21093	877.83
										877.83
1957				GEMPLER'S						
	65161	1	01438 2460	TREE REMOVAL TREE WRAP BURLAP & WATERING BAG	INV0004466765	04/23/21	04/26/21	04/23/21	21094	199.57
										199.57
551				GOLDEN EQUIPMENT COMPANY						
	65162	1	01430 2330	VEHICLE MAINT AND REPAIR CLEVIS PINS, RUE RING LOCKS	2147022	04/23/21	04/26/21	04/23/21	21095	24.22
										24.22
2631				GRAPHIC IMPRESSIONS OF AMERICA INC.						
	65163	1	01401 2100	MATERIALS & SUPPLIES	21-1567	04/23/21	04/26/21	04/23/21	21096	52.00
				BUSINESS CARDS - DAVID WARE						
	65164	1	01401 2110	STATIONERY	21-1599	04/23/21	04/26/21	04/23/21	21096	346.00
				BOS ENVELOPES						
										398.00
3131				GREAT AMERICA FINANCIAL SERVICES						
	65165	1	01401 3840	RENTAL OF EQUIP. -OFFICE APRIL 2021 - LANIER MP C6004ex	29121247	04/23/21	04/26/21	04/23/21	21097	160.00
										160.00
633				HODGSON'S AUTOMOTIVE INC.						
	65169	1	01430 2330	VEHICLE MAINT AND REPAIR	86535	04/23/21	04/26/21	04/23/21	21098	32.47
				MCI CHARGE & EMISSIONS INSPECT.#6						
	65170	1	01430 2330	VEHICLE MAINT AND REPAIR	87022	04/23/21	04/26/21	04/23/21	21098	439.90
				REPLACE TRANS. OIL PAN #9						
	65171	1	01430 2330	VEHICLE MAINT AND REPAIR	87007	04/23/21	04/26/21	04/23/21	21098	439.90
				REMOVE & REPLACE TRANSMISSION OIL FILTER #14						

Report Date 04/26/21

Expenditures Register
GL-2104-78359

PAGE 5

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
01	GENERAL FUND									
633				HODGSON'S AUTOMOTIVE INC.						
65172	1	01430	2330	VEHICLE MAINT AND REPAIR REPLACE TRANSMISSION OIL FILTER #7	87002	04/23/21	04/26/21	04/23/21	21098	439.90
65173	1	01430	2330	VEHICLE MAINT AND REPAIR REPLACE TRANSMISSION OIL FILTER #10	86989	04/23/21	04/26/21	04/23/21	21098	439.90
65174	1	01430	2330	VEHICLE MAINT AND REPAIR REPLACE TRANSMISSION OIL FILTER #4	86985	04/23/21	04/26/21	04/23/21	21098	439.90
65175	1	01430	2330	VEHICLE MAINT AND REPAIR REPLACE TRANSMISSION OIL FILTER #1	86976	04/23/21	04/26/21	04/23/21	21098	439.90
										2,671.87
679				INTERCON TRUCK EQUIPMENT						
65176	1	01430	2330	VEHICLE MAINT AND REPAIR 4 WAY 2 POSITION TOGGLE AIR VALVE	1085711-IN	04/23/21	04/26/21	04/23/21	21099	36.40
65177	1	01430	2330	VEHICLE MAINT AND REPAIR TWO POSITION MANUAL AIR VALVES	1085753-IN	04/23/21	04/26/21	04/23/21	21099	56.00
										92.40
1640				JACKSON-HIRSH INC.						
65178	1	01401	2100	MATERIALS & SUPPLIES LAMINATOR - RECEPTION AREA	1044176	04/23/21	04/26/21	04/23/21	21100	323.39
										323.39
739				KNOX EQUIPMENT RENTALS INC.						
65179	2	01436	3840	STORMWATER EQUIPMENT RENTAL ROLLER RENTAL 3/12-4/5/21	69291.1.4	04/23/21	04/26/21	04/23/21	21101	793.96
										793.96
3990				LANGS LAWN CARE & TREE CARE						
65180	1	01409	3740	TWP. BLDG. - MAINT & REPAIR EARLY SPRING TREATMENT - TWP.	330745	04/23/21	04/26/21	04/23/21	21102	299.00
										299.00
2861				LITTLE INC., ROBERT E.						
65181	1	01454	3740	EQUIPMENT MAINT. & REPAIR AUGER BIT	03-815518	04/23/21	04/26/21	04/23/21	21103	154.49
										154.49

Ram X trench compactor

Report Date 04/26/21

Expenditures Register
GL-2104-78359

PAGE 6

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
813				MAIN LINE CONCRETE						
	65182	1	01436 2450	STORMWATER MATERIALS & SUPPLIES 5 YDS CONCRETE - BROOKMONT CR.	477954	04/23/21	04/26/21	04/23/21	21104	800.00
				<i>Curbing</i>						800.00
815				MALVERN FIRE COMPANY						
	65183	1	01411 5000	CONTRIB. TO VOL. FIRE CO. 2021 ANNUAL CONTRIBUTION	042021	04/23/21	04/26/21	04/23/21	21105	14,122.00
										14,122.00
4455				MCLAUGHLIN, RYAN						
	65184	1	01367 3100	SUMMER PROGRAM	825280	04/23/21	04/26/21	04/23/21	21106	40.00
				REFUND RE: RESIDENT STATUS						
	65185	1	01367 3100	SUMMER PROGRAM	825874	04/23/21	04/26/21	04/23/21	21106	220.00
				REFUND RE: CAMP CANCELTION						
										260.00
2693				MULCH & MORE						
	65186	1	01454 3740	EQUIPMENT MAINT. & REPAIR	83851	04/23/21	04/26/21	04/23/21	21107	707.25
				23 CUBIC YDS. PLAYGROUND MULCH						
	65187	1	01409 3740	TWP. BLDG. - MAINT & REPAIRS	83652	04/23/21	04/26/21	04/23/21	21107	30.25
				1 CU.YD BLACK DYED MULCH						
	65188	1	01409 3740	TWP. BLDG. - MAINT & REPAIRS	83773	04/23/21	04/26/21	04/23/21	21107	302.50
				10 CU.YDS BLACK DYED MULCH						
										1,040.00
1641				NAPA AUTO PARTS						
	65190	1	01430 2330	VEHICLE MAINT AND REPAIR	021777	04/23/21	04/26/21	04/23/21	21108	301.14
				WHEEL & GLASS CLEANERS & BLACK ICE						
	65191	1	01430 2330	VEHICLE MAINT AND REPAIR	022088	04/23/21	04/26/21	04/23/21	21108	119.99
				HYD/FILTER						
										421.13
967				O'MALLEY TOPSOIL LLC						
	65197	1	01436 2450	STORMWATER MATERIALS & SUPPLIES	2332	04/23/21	04/26/21	04/23/21	21109	360.00
				20 YDS SCREENED TOPSOIL						
				<i>Various Locations</i>						360.00
3548				OFFICE BASICS						
	65192	1	01401 2100	MATERIALS & SUPPLIES	I-1734013	04/23/21	04/26/21	04/23/21	21110	73.99
				HP INK CARTRIDGE						
	65193	1	01401 2100	MATERIALS & SUPPLIES	I-1732930	04/23/21	04/26/21	04/23/21	21110	100.99
				HP INK CARTRIDGE						
	65194	1	01401 2100	MATERIALS & SUPPLIES	I-1736274	04/23/21	04/26/21	04/23/21	21110	62.69
				SUGAR & DIVIDERS						

Report Date 04/26/21

Expenditures Register

GL-2104-78359

PAGE 7

[illegible]

Report Date 04/26/21

Expenditures Register

PAGE 8

[illegible]

Report Date 04/26/21

Expenditures Register

GL-2104-78359

PAGE 9

[illegible]

Report Date 04/26/21

Expenditures Register
GL-2104-78359

PAGE 10

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
05	SEWER OPERATING									
3872				EAGLE TERMITE & PEST CONTROL						
65148	1	05420	3702	C.C. COLLEC.-MAINT. & REPR. PEST CONTROL MARCH 2021	226993	04/23/21	04/26/21	04/23/21	4626	25.00
65150	1	05422	3700	R.C. STP-MAINT. & REPAIRS PEST CONTROL MARCH 2021	226991	04/23/21	04/26/21	04/23/21	4626	45.00
65153	1	05422	3701	R.C. COLLEC.-MAINT. & REPR. PEST CONTROL MARCH 2021	226994	04/23/21	04/26/21	04/23/21	4626	25.00
										95.00
1747				EAST WHITELAND TOWNSHIP						
65156	1	05429	4520	CONTR. SERV. MALVERN INSTITUTE QTR.1 - 2021 SEWER PAYMENT	040921	04/23/21	04/26/21	04/23/21	4627	1,680.20
										1,680.20
4229				ESCH'S FENCING LLC						
65157	1	05422	3701	R.C. COLLEC.-MAINT. & REPR SPLIT HELMLOCK POSTS & RAILS - HUNT CNTRY.	144403	04/23/21	04/26/21	04/23/21	4628	1,668.64
										1,668.64
583				HACH COMPANY						
65166	1	05422	3700	R.C. STP-MAINT. & REPAIRS PHOSPHORUS TNT	12395966	04/23/21	04/26/21	04/23/21	4629	309.40
65167	1	05422	3700	R.C. STP-MAINT. & REPAIRS PHOSPHORUS TNT	12395153	04/23/21	04/26/21	04/23/21	4629	185.64
										495.04
1849				HICKS HAY COMPANY						
65168	1	05420	3702	C.C. COLLEC.-MAINT. & REPR. 42 SMALL BALES OF STRAW	1057	04/23/21	04/26/21	04/23/21	4630	315.00
										315.00
739				KNOX EQUIPMENT RENTALS INC.						
65179	1	05420	3702	C.C. COLLEC.-MAINT. & REPR. ROLLER RENTAL 3/12-4/5/21	69291.1.4	04/23/21	04/26/21	04/23/21	4631	793.97
										793.97

Trench Compactor

PAGE 11

[illegible]

Report Date 04/26/21

Expenditures Register

PAGE 12

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Reg Date	Check Dte	Recpt Dte	Check#	Amount
06				REFUSE						
197				BUCKLEY BRION MCGUIRE & MORRIS						
65125	2	06427	3140	LEGAL SERVICES LEGAL SERVICE 2/20/21	24757	04/23/21	04/26/21	04/23/21	770	10.00
65126	2	06427	3140	LEGAL SERVICES LEGAL SERVICE 3/2-3/15/21	25077	04/23/21	04/26/21	04/23/21	770	642.25
										652.25
241				C.C. SOLID WASTE AUTHORITY						
65131	1	06427	4502	LANDFILL FEES WEEK 4/8/21 - 4/15/21	60033	04/23/21	04/26/21	04/23/21	771	7,927.29
65132	1	06427	4502	LANDFILL FEES WEEK 4/1/21 - 4/06/21	59967	04/23/21	04/26/21	04/23/21	771	5,261.34
										13,188.63
4456				OTTO ENVIRONMENTAL SYSTEMS N.A.INC.						
65198	1	06427	2440	MATERIALS & SUPPLIES 100 LARGE RECYCLE BINS - PILOT PROG	INV-36581	04/23/21	04/26/21	04/23/21	772	5,686.00
										5,686.00

Report Date 04/26/21

Expenditures Register

PAGE 13

[illegible]

Report Date 04/26/21

Expenditures Register
GL-2104-78359

PAGE 14

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
08	BOND FUNDS (CAPITAL PROJECTS)									
197				BUCKLEY BRION MCGUIRE & MORRIS						
65127	1	08459	6000	MISC TRAIL EXPENSES	24758	04/23/21	04/26/21	04/23/21	1037	400.00
				LEGAL SERV. 2/8-2/26/21 PAOLI PK.TR						
65128	1	08459	6000	MISC TRAIL EXPENSES	25078	04/23/21	04/26/21	04/23/21	1037	1,840.00
				LEGAL SERV. 3/1-3/30/21 PAOLI PK.TR						
										2,240.00

101,440.39

70 Printed, totaling 101,440.39

FUND SUMMARY

Fund	Bank Account	Amount	Description
01	01	50,019.04	GENERAL FUND
05	05	28,727.81	SEWER OPERATING
06	06	19,526.88	REFUSE
07	07	926.66	MUNICIPAL AUTHORITY
08	08	2,240.00	BOND FUNDS (CAPITAL PROJECTS)
		101,440.39	

PERIOD SUMMARY

Period	Amount
2104	101,440.39
	101,440.39

Legend:

Expenditures Register Spooling to Windows Printers

Print those ready to UPDATE

Sorting by vendor

Printing for GL Period 2104

Doing a page break

Creating a CSV File

MARPO5 run by BARBARA 11 : 45 AM

PAGE 1

[illegible]

PAGE 2

[illegible]

PAGE 3

[illegible]

PAGE 4

[illegible]

PAGE 5

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
05	SEWER OPERATING									
1658				AQUA PA						
65230	1	05420	3602	C.C. COLLECTION -UTILITIES 000300141 0300141 3/19-4/20/21 GH	042221 GH	04/29/21		04/29/21		18.73
65231	1	05420	3604	MILL VAL./BARKWAY UTILITIES 000363541 0357724 3/19-4/20/21 BK	042221 BK	04/29/21		04/29/21		18.73
										37.46
151				BLOENSKI DISPOSAL CO, CHARLES						
65233	1	05422	4502	R.C. SLUDGE-LAND CHESTER SWITCH 20 YDS W/LINER 3/8/21	181241	04/29/21		04/29/21		186.00
65234	1	05422	4502	R.C. SLUDGE-LAND CHESTER SWITCH 20 YDS W/LINER 4/19/21	181432	04/29/21		04/29/21		186.00
										372.00
241				C.C. SOLID WASTE AUTHORITY						
65236	2	05422	4502	R.C. SLUDGE-LAND CHESTER WEEK 4/16/21 - 4/22/21	60104	04/29/21		04/29/21		606.34
										606.34
4229				ESCH'S FENCING LLC						
65239	1	05422	3702	R.C. COLLECTION-MAINT. & REP I&I HUNT COUNTRY FENCING	49698	04/29/21		04/29/21		50.44
										50.44
3370				GROFF TRACTOR MID-ATLANTIC						
65241	3	05420	3702	C.C. COLLEC.-MAINT.& REPR. CRUSHER RENTAL 4/12-4/15/21	RSA043807-1	04/29/21		04/29/21		2,085.00
65241	4	05422	3701	R.C. COLLEC.-MAINT.& REPR CRUSHER RENTAL 4/12-4/15/21	RSA043807-1	04/29/21		04/29/21		2,085.00
										4,170.00
1817				LOWES BUSINESS ACCOUNT/GECF						
65248	4	05420	3702	C.C. COLLEC.-MAINT.& REPR. CONCRETE - LINDEN LANE	041721	04/29/21		04/29/21		149.10
										149.10
1431				WEST GOSHEN TOWNSHIP						
65260	1	05420	3850	C.C. WEST GOSHEN OPER/MAINT QTR.1 2021 OPERATION & MANAGEMENT	EG-1-2021-O&M	04/29/21		04/29/21		139,772.25
										139,772.25

PAGE 6

[illegible]

Report Date 04/29/21

Expenditures Register
GL-2104-78450

PAGE 7

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
07 MUNICIPAL AUTHORITY										
808				MAILLIE FALCONIERO & CO.						
65250	1	07424	3110	MUNIC.AUTH.-AUDITING	1000110436	04/29/21		04/29/21		2,158.00
				BAL. DUE RE: MUNICIPAL AUTH. 2020						
				AUDIT						
										2,158.00
										182,177.52
										0 Printed, totaling 182,177.52

FUND SUMMARY

Fund	Bank Account	Amount	Description
01	01	27,284.31	GENERAL FUND
05	05	145,157.59	SEWER OPERATING
06	06	7,577.62	REFUSE
07	07	2,158.00	MUNICIPAL AUTHORITY
		182,177.52	

PERIOD SUMMARY

Period	Amount
2104	182,177.52
	182,177.52

Legend:

Expenditures Register Previewing to your screen

Print those ready to pay

Sorting by vendor

Printing for GL Period 2104

Doing a page break

Creating a CSV File

MARPO5 run by BARBARA 11 : 39 AM

Report Date 04/29/21

Expenditures Register
GL-2104-78453

PAGE 1

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
03	CAPITAL RESERVE FUND									
4412				TOTAL SITE DEVELOPMENT INC.						
	65263	1	03457	7450 CAPITAL - HERSHEY MILL REPAIR	APPLIC.#3	04/29/21		04/29/21		15,518.50
				APPLIC. #3 HERSHEY MILL DAM						
										15,518.50
										15,518.50
										0 Printed, totaling 15,518.50

FUND SUMMARY

Fund	Bank Account	Amount	Description
03	03	15,518.50	CAPITAL RESERVE FUND
		15,518.50	

PERIOD SUMMARY

Period	Amount
2104	15,518.50
	15,518.50

Legend:
Expenditures Register Spooling to Windows Printers
Print those ready to pay
Sorting by vendor
Printing for GL Period 2104
Doing a page break
MARPO5 run by BARBARA 1 : 56 PM

PLGIT 1107.1010										
DATE	DESCRIPTION	TOTAL	1401.2100	1401.3000	1407.2130	1430.2330	1437.2460	1452.2000	1452.3601	1454.3740
	RICK SMITH									
2/27/2021	LOGMEIN - GOTOMYPIC (2 PCS - MONTHLY)	88.00			88.00					
2/28/2021	AMAZON - UPS Battery Backup Surge Protectors	281.04			281.04					
3/1/2021	B&H PHOTO - Logitech Webcam	91.79			91.79					
3/4/2021	B&H PHOTO - Logitech Webcam	91.79			91.79					
3/4/2021	MICROSOFT STORE - Microsoft 365	105.99			105.99					
3/4/2021	MICROSOFT STORE - Microsoft 365	105.99			105.99					
3/6/2021	J2 SUGARSYNC - Individ. Yearly plan 3/6/21-3/5/22	49.99			49.99					
3/8/2021	APPLE.COM - Icloud	0.99			0.99					
3/10/2021	HOME DEPOT - Giftcard Gary Althouse Retirement	200.00		200.00						
3/14/2021	AMAZON - Decorations - G.Althouse Retirement	71.85		71.85						
3/14/2021	AMAZON - Copper Dowsing Rods, Webcam cover	63.73			8.38		55.35			
3/16/2021	AMAZON - Toner cartridge	94.89	94.89							
3/17/2021	J2 SUGARSYNC - Individ. Yearly plan 3/17/21-3/16/22	74.99			74.99					
3/24/2021	APPLE.COM - Icloud	0.99			0.99					
	\$1,322.03									
	MARK MILLER									
3/12/21	GRIZZLY INDUSTRIAL - Band Saw Carrier	204.13					204.13			
3/16/21	THE RETROFIT SOURCE - LED Lighting	411.28				411.28				
3/20/21	MOULTRIE MOBILE - Park Cameras	42.38								42.38
	\$657.79									
	JASON LANG									
3/3/21	S&S WORLDWIDE - Summer camp supplies	647.23						647.23		
3/10/21	S&S WORLDWIDE - Summer camp supplies	68.97						68.97		
3/12/21	PICKLEBALL CENTRAL nets & frames	199.24							199.24	
3/14/21	AMAZON - Pickleball Nets	239.98							239.98	
3/26/21	AMAZON - Sidewalk chalk - Summer camp	53.78						53.78		
	\$1,209.20									
	GRAND TOTAL	3,189.02	94.89	271.85	899.94	411.28	259.48	769.98	439.22	42.38

J/E's made

x

Add to Master Cred.Card List

x

3,189.02

ACH DEBITS TO GENERAL FUNDS

EXPENSE REPORT

Attachment 2 OF 2

Meeting Date

5/4/2021

4/1/21 - 4/30/21

Fund	Amount Charged	Name	Description
01	31.40	AUTHNET FEES	March 2021 CRED.CARD BANK CHARGES
GENERAL	228.80	BANKCARD FEES	March 2021 CRED.CARD BANK CHARGES
FUND	<u>218.50</u>	M&T MONTHLY FEE	March 2021 POSITIVE PAY & ACH MONITOR
	\$478.70		
03	92.00	M&T MONTHLY FEE	March 2021 POSITIVE PAY & ACH MONITOR
CAPITAL	<u>92.00</u>		
RESERVE	\$92.00		
05	366.86	REIMBURSEMENT of Credit Card Fee	March 2021 Paymentus
SEWER	109.25	M&T MONTHLY FEE	March 2021 POSITIVE PAY & ACH MONITOR
FUND	<u>109.25</u>		
	\$476.11		
06	366.86	REIMBURSEMENT of Credit Card Fee	March 2021 Paymentus
REFUSE	51.75	M&T MONTHLY FEE	March 2021 POSITIVE PAY & ACH MONITOR
FUND	<u>51.75</u>		
	\$418.61		
07	34.50	M&T MONTHLY FEE	March 2021 POSITIVE PAY & ACH MONITOR
MUNICIPAL	<u>34.50</u>		
AUTHORITY	\$34.50		
09	34.50	M&T MONTHLY FEE	March 2021 POSITIVE PAY & ACH MONITOR
SEWER	<u>34.50</u>		
CAP.RESERVE	\$34.50		
10	34.50	M&T MONTHLY FEE	March 2021 POSITIVE PAY & ACH MONITOR
OPERATING	<u>34.50</u>		
RESERVE	\$34.50		
TOTAL	<u>\$1,568.92</u>		

Memorandum

East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

Voice: 610-692-7171
Fax: 610-692-8950
E-mail: mgordon@eastgoshe.org

Date: 4/27/2021
To: Board of Supervisors
From: Mark Gordon, Township Zoning Officer
Re: Easement Consideration / Acero Holdings LLC. / Segment B of the Paoli Pike Trail

Dear Board Members,
The Township Staff and Solicitor have secured the easements from Acero Holdings LLC., for the four parcels they own along Segment B of the proposed Paoli Pike Trail. There are two agreements, as each one covers two parcel. The consideration that has been offered, as determined by our appraisals, is detailed below. In addition, they are entitled to be reimbursed for their legal costs up to a maximum of \$4,000.

Parcels 53-4-168 and 53-4-169 (1351 Paoli Pk.)

1. Sidewalk Easement:	\$37,600	(shared use trail and land area)
2. Signal Easement:	\$0	(no signal easement required)
3. Temp Const. Easement	\$4,600	(temporary use during construction)
4. Legal Reimbursement	<u>\$4,000</u>	
Total	<u>\$46,200</u>	

Parcels 53-4-166 and 53-4-167 (1340 Enterprise Dr.)

1. Sidewalk Easement:	\$18,900	(shared use trail and land area)
2. Signal Easement:	\$3,300	(signal easement)
3. Temp Const. Easement	\$2,200	(for temp. use during construction)
4. Legal Reimbursement	<u>\$4,000</u>	
5. Total	<u>\$28,400</u>	

Draft Motion:

Mr. Chairman, I move that the Board of Supervisors authorize the Chairman to sign the Paoli Pike Trail easement agreements for the four parcels along Segment B of the Paoli Pike Trail (parcel #'s 53-4-168, 53-4-169) and (parcel #'s 53-4-166 and 53-4-167), owned By Acero Holdings LLC., and authorize Township staff to issue payment of consideration for the easements; for the total amount of \$46,200 and \$28,400 respectively.



KRISTIN S. CAMP
p: 610.436.4400 Ext# 1050
f: 610.436.8305
e: kcamp@buckleyllp.com
118 W. Market Street, Suite 300
West Chester, PA 19382-2928

April 19, 2021

Via email to jgarrity@wispearl.com

James Garrity, Esquire
Wisler Pearlstine, LLP
Blue Bell Executive Campus
460 Norristown Road, Suite 110
Blue Bell, PA 19422-2323

Re: Trail Easements across Acero Holdings, LLC land in East Goshen Township

Dear Jim:

Thank you so much for quickly reviewing the easements and the edits that we made to the various easement agreements for the four parcels that your client owns in East Goshen Township. I reiterate the Township's offer that as soon as the Board of Supervisors approves the easement agreements at a public meeting, they will authorize the Chairman of the Board of Supervisors to sign the easements and authorize the payment of the following amounts:

- o \$42,200.00 for the permanent and temporary construction easements across Parcels 53-4-166 and 53-4-167; and

- o \$24,400.00 for the permanent and temporary construction easements across Parcels 53-4-168 and 53-4-169.

These amounts are based on the appraisals conducted by Jack Coyle from Coyle Lynch and Company. I have enclosed the summary of the appraisals.

In addition to the consideration for the easements, the Township will reimburse your client up to \$4,000 for legal fees incurred in the review of the easements. I would ask that your client send to the Township the paid invoices for your legal services and the Township will then forward a check to reimburse him.

Lastly, you indicated that Mr. Fitzgerald did not want any fence to be located on any of his property. The plans for Parcels 53-4-166 and 53-4-167 contemplate an elevated bridge structure to be installed to allow the trail to cross the stream. Because of the change in grade of the land approaching the bridge it is necessary for the Township to install a fence as a safety feature. This is a PennDOT requirement and is needed to assure safe entry and exit onto the bridge. The plans show a specification for a split rail wooden fence approximately 60 feet in advance of the bridge. Is your client upset with the type of fence? If so, the Township has flexibility on the specifications for the fence and would be willing to consider alternatives. Please contact me as to the specific concern that your client has with respect to the fencing so that we can address the same.

Thank you again for you and your clients' professional courtesy and cooperation.

Very truly yours,

A handwritten signature in black ink that reads "Kristin S. Camp". The signature is written in a cursive, flowing style.

Kristin S. Camp

KSC:tbs

Enclosures

cc: Louis F. Smith, Manager
Mark Gordon, Zoning Officer

BREAKDOWN BY REVIEW APPRAISER

FEDERAL PROJECT NO.	NONE PROVIDED
PROJECT NAME/ROUTE	STATE ROUTE 2014 SECTION B
COUNTY	CHESTER
MUNICIPALITY	EAST GOSHEN TOWNSHIP
PARCEL NUMBER	TAX PARCELS 53-4-166 & 167
CLAIM NUMBER	NONE PROVIDED
OWNER(S)	1351 PAOLI PIKE ASSOCIATES, LP.

Review Date: JULY 20, 2020

Before Value N/A

After Value N/A

Total Damages \$42,200.00

BREAKDOWN OF TOTAL DAMAGES**DIRECT DAMAGES:**

Required R/W – Land	\$26,600.00
Required R/W – Improvements	\$0.00
Required Perpetual Sidewalk Easement	\$11,000.00
Special Benefits, if any	<u>(\$0.00)</u>

DIRECT DAMAGE AMOUNT \$37,600.00 \$37,600.00**TEMPORARY CONSTRUCTION EASEMENT(s)** \$4,600.00 \$4,600.00**INDIRECT (SEVERANCE) DAMAGES:**

Indirect Damages	\$0.00	\$0.00
Costs of Adjustment (If Any)	<u>\$0.00</u>	<u>\$0.00</u>

TOTAL DAMAGES \$42,200.00

REMARKS: Although required as a part of the scope of work, the appraiser has NOT allocated damages via the LPS-0 Appraiser's Breakdown of Damages. With that, the allocations provided above should be used by the Township when preparing the offer statement.

In order to make a determination as to the reasonableness of the value, the review appraiser has, at a minimum, read the entire appraisal report under review, researched and verified to a reasonable extent the data in the appraisal report using reliable resources, and assumed the property condition stated in the report is accurate unless there is evidence to the contrary. When a field inspection is indicated, the review appraiser made an exterior inspection from the street of the subject property has made a personal field inspection of the comparable data identified within the work under review. The review appraiser is not required to replicate the steps completed by the original appraiser.

☒ The review appraiser completed this review appraisal **without providing an opinion of value** and complied with the Right of Way Manual and with USPAP as of the effective date of the Review.

☐ The review appraiser completed this review and **provides an opinion of value**, which has complied with the Right of Way Manual and with USPAP as of the effective date of the review appraisal. If an opinion of value is provided, those items in the original appraisal report that the review appraisers believe credible and in compliance with the applicable standards of USPAP are extended to this report by the use of an extraordinary assumption. If necessary, the review appraisers may present new analysis, and possibly data, in a Supplement to this report.

Scope of Reviewer's Opinion: I have performed a personal physical inspection (from the street) of the subject of the work under review and made a personal field inspection of the comparable sales identified within the work under review. In accordance with Chapter 2 of the Pennsylvania Department of Transportation Right-of-Way Manual and 49 CFR 24.104, a technical review of the appraisal report was made. Because the reviewer has not made a complete physical inspection of the subject property or the comparables (inspections from abutting roadways only), the reviewer can only assume that the data and descriptions provided relative to the condition, quality and utility of the subject and comparables are accurate. This extraordinary assumption forms the bases for the statements, opinions and conclusions offered within this review report. If for some reason this assumption was proven inaccurate, the assignment results set forth in this review report could be impacted.

Assumptions and Limiting Conditions:

This review report is made contingent upon and subject to the following assumptions and limiting conditions:

- 1.) As per prior arrangement with the client, and as required by PennDOT and FHWA policy, the review appraiser has made a personal field inspection of the subject property (from the street) described in the work under review and made a personal visit to the comparable sales presented in the appraisal report being reviewed. The reviewer has also made an attempt to verify relevant portions of the specific data contained within the report. However, the scope of work is generally limited to the examination and review of the data and analysis presented within the submitted appraisal report and any data gathered during the development of the review report. The scope further involved a thorough review of the facts and data presented in the appraisal report, an analysis of the statements, opinions and conclusions set forth in the report and an examination of the internal logic and consistency in the appraisal report.
- 2.) The review appraiser is not responsible for matters of a legal nature that affect either the property being appraised or the title to the property. The review appraiser assumes that the title is good and marketable and do not render any opinions about the title. Responsible ownership and competent property management are assumed unless otherwise stated.
- 3.) The review appraiser has relied upon data presented in the work under review relative to flood zoning at the subject property. The review appraiser has **NOT** independently examined available flood maps provided by the Federal Emergency Management Agency (or other data sources), unless otherwise noted herein. Because the review appraiser is not a surveyor, I make no guarantees, expressed or implied, regarding the determination regarding flood zoning at the subject property.
- 4.) The review appraiser may be required to provide testimony and/or appear in court as a result of having made this review report relative to the subject property in question.
- 5.) The appraiser has noted in the appraisal report under review any adverse conditions (such as needed repairs, depreciation, the presence of hazardous wastes, toxic substances, etc.) that were observed during the inspection of the subject property or that became apparent while conducting the normal research involved in performing an appraisal. Since the reviewer has **NOT** personally performed an exhaustive inspection of the subject property, and since the reviewer has only inspected the subject from the abutting streets, the reviewer has no knowledge of any hidden or unapparent conditions of the property or any adverse environmental conditions (including the presence of hazardous wastes, toxic substances, etc.) that would make the property more or less valuable and have assumed that there are no such conditions but makes no guarantees or warranties, express or implied, regarding the condition of the property. The reviewer will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. Because the reviewer is not an expert in the field of environmental hazards, the review report must not be considered as an environmental assessment of the property. The reviewer is not qualified to detect hazardous waste and/or toxic materials.
- 6.) The reviewer obtained the information, estimates and opinions that were expressed in the report from sources that I consider reliable and are believed to be true and correct. However, no warranty is given for its accuracy.
- 7.) The reviewer will not disclose the contents of the appraisal report except as provided for in the Uniform Standards of Professional Appraisal Practice or as required by proper officials of, and/or agents for, East Goshen Township, the Pennsylvania Department of Transportation or officials of the Federal Highway Administration and will not do so until authorized by State or Federal officials or until required to do so by due process of law.
- 8.) Unless otherwise noted, no consideration has been given to personal property located on the premises or to the cost of moving or relocating such personal property. Only the real property (and any fixed personal property described in the work under review) has been considered.
- 9.) The Americans with Disabilities Act (ADA) became effective January 26, 1992. If an improved property, the reviewers have not made a specific compliance survey and analysis of the property to determine whether or not it is in compliance with the various detailed requirements of the ADA. It is possible that a compliance survey of the property, together with a detailed analysis of the requirements of the ADA could reveal that the property is not in compliance with one or more of the requirements of the ADA. If so, this fact could have a negative effect upon the value of the property. Since there is no detailed evidence relating to this issue (ADA compliance), the possibility of non-compliance with the requirements of the ADA in estimating the value of the property was not considered.
- 10.) It is assumed that all applicable zoning and other land use regulations and restrictions have been complied with unless non-conformity has been stated, defined and considered within the review report.
- 11.) It is assumed that all required licenses, certificates of occupancy or other legislative or administrative authority from any local, state or national governmental or private entity or organization, if applicable, have been or can be obtained or renewed for any use on which the value estimates contained in this report are based.

- 12.) It is assumed that the utilization of the land and improvements (if any) is within the boundaries of the property lines of the property described and that there is no encroachment or trespass unless otherwise stated in this report.
- 13.) It is assumed that there is full compliance with all applicable federal, state and local environmental regulations and laws unless otherwise stated in this report.
- 14.) The distribution, if any, of the total valuation in this review report between land and improvements applies only under the stated program of utilization. The separate allocations for land and buildings must not be used in conjunction with any other appraisal and are invalid if so used.
- 15.) All engineering plans, maps or other exhibits displayed within the work under review are assumed to be accurate. All engineering plans, maps or other exhibits submitted in this review report (if any) are intended only to assist the reader with visualizing the property or the project.
- 16.) The review appraiser has stated his understanding of both the intended use and the intended user of this report. The data contained and presented in the report are appropriate for the stated use and for the stated user(s) only. The review appraiser is not responsible for the unauthorized use of the report.
- 17.) Because the reviewer has not made a complete physical inspection of the subject property or the comparables (inspections from abutting roadways only), the reviewer can only assume that the data and descriptions provided relative to the condition, quality and utility of the subject and comparables are accurate. This extraordinary assumption forms the bases for the statements, opinions and conclusions offered within this review report. If for some reason this assumption was proven inaccurate, the assignment results set forth in this review report could be impacted.

BREAKDOWN BY REVIEW APPRAISER

FEDERAL PROJECT NO.	NONE PROVIDED
PROJECT NAME/ROUTE	STATE ROUTE 2014 SECTION B
COUNTY	CHESTER
MUNICIPALITY	EAST GOSHEN TOWNSHIP
PARCEL NUMBER	TAX PARCELS 53-4-168 & 169
CLAIM NUMBER	NONE PROVIDED
OWNER(S)	ACERO HOLDINGS LLC.

Review Date: **AUGUST 31, 2020**Before Value **N/A**After Value **N/A**Total Damages **\$24,400.00****BREAKDOWN OF TOTAL DAMAGES****DIRECT DAMAGES:**

Required R/W – Land	\$0.00	
Required R/W – Improvements	\$0.00	
Required Perpetual Sidewalk Easement	\$18,900.00	
Required Perpetual Traffic Signal Easement	\$3,300.00	
Special Benefits, if any	<u>(\$0.00)</u>	
DIRECT DAMAGE AMOUNT	\$22,200.00	\$22,200.00
TEMPORARY CONSTRUCTION EASEMENT(s)	\$2,200.00	\$2,200.00

INDIRECT (SEVERANCE) DAMAGES:

Indirect Damages	\$0.00	\$0.00
Costs of Adjustment (If Any)	<u>\$0.00</u>	<u>\$0.00</u>
TOTAL DAMAGES		\$24,400.00

REMARKS: Although required as a part of the scope of work, the appraiser has NOT allocated damages via the LPS-0 Appraiser's Breakdown of Damages. With that, the allocations provided above should be used by the Township when preparing the offer statement.

In order to make a determination as to the reasonableness of the value, the review appraiser has, at a minimum, read the entire appraisal report under review, researched and verified to a reasonable extent the data in the appraisal report using reliable resources, and assumed the property condition stated in the report is accurate unless there is evidence to the contrary. When a field inspection is indicated, the review appraiser made an exterior inspection from the street of the subject property has made a personal field inspection of the comparable data identified within the work under review. The review appraiser is not required to replicate the steps completed by the original appraiser.

☒ The review appraiser completed this review appraisal without providing an opinion of value and complied with the Right of Way Manual and with USPAP as of the effective date of the Review.

☐ The review appraiser completed this review and provides an opinion of value, which has complied with the Right of Way Manual and with USPAP as of the effective date of the review appraisal. If an opinion of value is provided, those items in the original appraisal report that the review appraisers believe credible and in compliance with the applicable standards of USPAP are extended to this report by the use of an extraordinary assumption. If necessary, the review appraisers may present new analysis, and possibly data, in a Supplement to this report.

Scope of Reviewer's Opinion: I have performed a personal physical inspection (from the street) of the subject of the work under review and made a personal field inspection of the comparable sales identified within the work under review. In accordance with Chapter 2 of the Pennsylvania Department of Transportation Right-of-Way Manual and 49 CFR 24.104, a technical review of the appraisal report was made. Because the reviewer has not made a complete physical inspection of the subject property or the comparables (inspections from abutting roadways only), the reviewer can only assume that the data and descriptions provided relative to the condition, quality and utility of the subject and comparables are accurate. This extraordinary assumption forms the bases for the statements, opinions and conclusions offered within this review report. If for some reason this assumption was proven inaccurate, the assignment results set forth in this review report could be impacted.

Memo

East Goshen Township

Date: April 28, 2021
To: Board of Supervisors
From: Rick Smith, Township Manager
Re: Village Square Parking Islands

With regards to the request by Hershey's Mill Commercial Holdings I would offer the following.

Hershey's Mill is a Planned Residential Development. The application was approved on August 8, 1978 pursuant to Article VII of the Municipalities Planning Code.

The current Zoning Ordinance requires a landscaped island every ten parking space and the plan for the shopping center complied with this provision. However, this requirement does not appear in the Zoning Ordinance that was in effect when Hershey's Mill PRD application was approved.

In that Ordinance the requirement that the parking area and perimeter of the parking area be landscaped; and for the planting beds be distributed through the parking area as evenly as possible.

The Township Solicitor has previously opined that the applicable Zoning regulations are those that were in effect when the PRD was approved.

I would suggest that the Board grant the request to eliminate the islands, however, they should install the plant material originally proposed for the islands around the perimeter of the parking area.

I have discussed this with Ed McFalls and he is agreeable.

Suggested Motion – I move that we grant Hershey's Mill Commercial Holding's request with the condition that the plant material proposed for the islands be installed along the perimeter of the parking lot.

HERSHEY'S MILL COMMERCIAL HOLDINGS, LLC

1389 EAST BOOT ROAD

WEST CHESTER, PA 19380

PHONE: 610.436.8900 • FAX: 610.436.5162

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

April 8, 2021

Re: Restoration of Parking Lot at HM Village Square Shopping Center

Dear Rick:

As you know, in 2016 Sunoco Logistics acquired through Eminent Domain the area for their permanent easement across the front of the HMVS shopping center as well as the Temporary Easement for their workspace which essentially was Carriage Drive or the outer circulation lanes of the parking lot. In order to provide some semblance of circulation and maintain adequate parking ratio for GIANT, in 2017 we created a one-way traffic pattern out adjacent to their workspace and removed the islands, both in the center of the parking lot as well as those in close to the stores to add back some of the spaces lost to the one-way circulation arrangement utilizing orange barricades instead of islands.

Sunoco completed their work late last year – too late for us to begin restoration of the parking lot before winter, but now we are about to commence that effort. Our tenants had taken a real business hit during the more than three years of disruption – and that was even before the pandemic forced several to close for a time and caused still further drain on business.

As I have discussed with you previously, for two business reasons, I would like the Board's permission to not re-install the islands down the center of the parking lot: 1) Islands come with trees and shrubs which act to further diminish the visibility of the tenants and impact their viability, and 2) the islands create a maintenance burden during ice and snow removal efforts. On the former point, the visibility of the center is almost fully blocked by the large berm across the front, or the solid double row of evergreens on the Rite Aid side of the entrance. Only at the entrance and at the vertical curve by Mill Creek can drivers on Boot Road see into the center. Restoring the center islands will further occlude already screened and hidden stores. We will of course restore the islands close to the stores to define the circulation road and Fire Lane. The former Commerce Committee looked for just these ways to assist businesses to flourish here in East Goshen Township.

I attach a copy of the original site plan with the center islands shown and respectfully request that we be allowed to repave the lot this spring without restoring that which has been absent for four years now. Thank you for the Board's consideration.

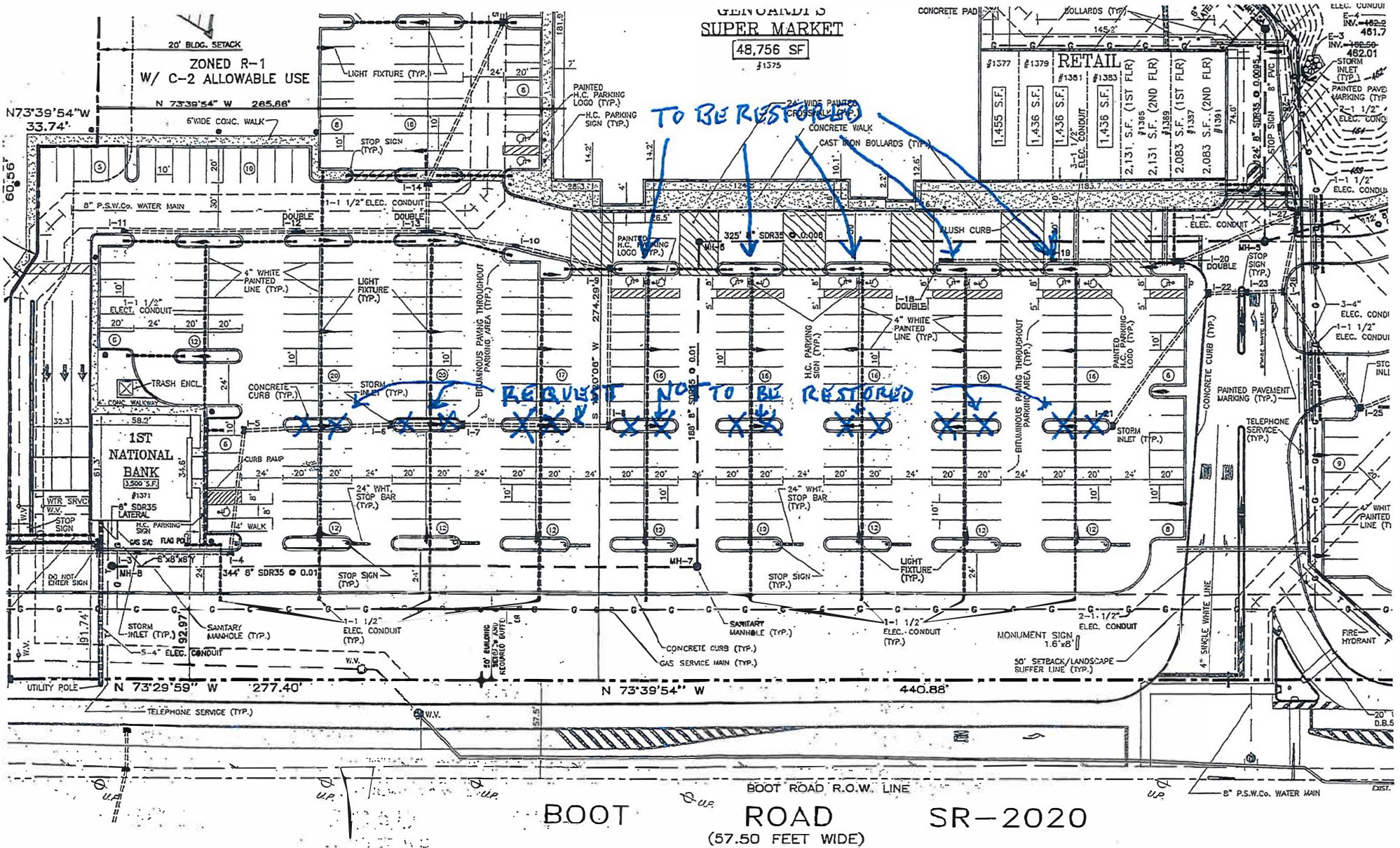
Respectfully,



Edward E. McFalls

Sole Manager

Hershey's Mill Commercial Holdings, LLC



**EAST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

RESOLUTION 2021-199

**A RESOLUTION OF RECOGNITION FOR
AND ACKNOWLEDGMENT OF
THE DEDICATION AND EFFORTS OF
THE “SAFETY 7”**

WHEREAS, seven residents of Chester and Delaware County: Meghan Flynn, Rosemary Fuller, Melissa Haines, Nancy Harkins, Caroline Hughes, Gerald McMullen and Michael Walsh, also known as the “Safety 7”, filed a petition on November 19, 2018, with the Pennsylvania Public Utility Commission concerning the safety of Sunoco’s Mariner East Pipelines;

WHEREAS, have intrepidly endured and persevered on this case over these last three years for the safety of not only Chester and Delaware County citizens but also citizens throughout Pennsylvania;

WHEREAS, their spirited commitment, unwavering efforts and numerous hours of work have resulted in an impactful ruling by the Administrative Law Judge at the Public Utility Commission.

BE IT RESOLVED THAT, the East Goshen Township Board of Supervisors hereby graciously commends and recognizes the “Safety 7” for their investment of time, dedicated energy, and hard work to help ensure the safety of East Goshen citizens.

RESOLVED AND ADOPTED, this 4th day of May 2021.

ATTEST:

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS**

Secretary

Memo

To: Board of Supervisors
From: Department of Parks and Recreation
Re: Township Building, Reopening
Date: April 29, 2021

As we approach summer 2021, the Department of Parks and Recreation is looking at when we can safely reopen the Township Building for traditionally held indoor programming. The below recommendations were created utilizing information from:

- CDC, PA DOH and PRPS (Pennsylvania Recreation and Parks Society) guidelines and best practices for minimizing risk for COVID-19 communal transmission.
- Township Solicitor advice
- Past program participant survey
- Program coordinator input

As of April 27, 2021, key COVID-19 indoor facemask guidelines changed to:

You can gather indoors with fully vaccinated people without wearing a mask or staying 6 feet apart.

In terms of the variety of user groups in the Township Building:

Youth programming (robotic Lego's, art classes etc.)

Adult fitness (yoga, Zumba, pilates)

Senior Card Club (55+ card playing residents)

ABC meetings (adults 18+ with fluctuating public attendance)

Solicitor Advice:

- Cannot restrict activity participation based on vaccine status.
- Indoor activities can resume for those fully vaccinated so long as participants either wear a mask or stay 6' feet from other participants, and those activities have a communication/registration process. The communication/registration process should include the Township strongly recommending participants only attend activities after being fully vaccinated. The Solicitor hesitated to apply this rationale to public meetings, as there is the variable of unknown public attendance at a given meeting. (CDC updates; 4/27/2021)

Past participant survey data (40 collected):

- Would you be comfortable beginning your program in the Township Building (senior cards, Zumba, yoga etc.) again beginning on June 1? **72% Yes; 15% No; Remainder if everyone was vaccinated**
- Would you be comfortable beginning your program if you were required to wear a mask during your program, even if you've been vaccinated? **75% Yes; 25% No**
- For Senior Cards participants only: Until social distancing requirements are lifted, the Board Room is limited to 19 participants. Would you still want to play if we had to limit it to 4 groups of 4, and have scheduled play throughout the day? **83% Yes; 17% No**

Program Coordinator input:

Charo Evangelista (Yoga) – yoga is difficult to teach with a mask and the virtual class has been running well. Reassess when masking indoors is no longer mandatory.

Pam Nelson (Zumba) – has been teaching indoor classes for Marple Township; all participants remain in masks with social distancing.

Debbie Snyder (Senior Cards) – very interested in starting Senior Cards again.

Recommendations:

Youth programming

Begin June 1 with the following COVID-19 safety precautions:

Participant temperature checks, hand washing before/after program, social distancing and masking

Rationale – indoor spaces have been deemed safe and children, seen by WCASD schools opening in 2021 and WCASD allowing the Township to offer its summer camp program at Glen Acres.

Fitness programming

Offer Zumba outside in the parking lot with access to the bathrooms if needed beginning June 1.

Township Program Room (12 person capacity) would be back up for rainy days. July 1 selected because the collective will have ample time to be post-two weeks for those being vaccinated. Move to full time indoor classes in the fall. Yoga/pilates paused until masking is no longer required indoors. Yoga attendance is such that it is hard to maintain social distance.

Senior Cards

Begin June 1 with the following COVID-19 safety precautions:

1. Advanced registration stating risks of COVID-19 transmission and recommendation to get vaccine; Solicitor to assist with language.
2. Defined card playing times so no more than 16 people (4 groups of 4) are playing cards at any one time
3. Mandatory face masks regardless of vaccine status.
4. Daily sanitation of the playing space.
5. Debbie Snyder would assist Jason Lang in beginning Senior Card Club activities again.

MEMO

Date: April 27, 2021
To: Board of Supervisors
From: Rick Smith
Re: 2022 Long Range Planning Session

I would suggest that the Board schedule the Long Range Planning Session for June 8, 2021.

In addition since the 2022 Budget will be developed by the new Manager and Finance Director, I would suggest that all Board members participate in the preparation of the budget. This can be accomplished by scheduling budget workshops on the dates highlighted below.

2022 Proposed Budget Schedule

June 8, 2021	Long Range Planning Session
July 1, 2021	Distribute budget memo & worksheets to ABC chairs & department heads
July 20, 2021	Present Q2/June financial report with year-end projections
August (all month)	Finance Director attends ABC meetings to discuss budgets, meet with Dept. heads & Township Manager to discuss specific budget requests
August 17, 2021	Present July financial report with year-end projections
September 2, 2021	Deadline for all budget submissions from Dept. heads and ABC chairs
September 14, 2021	Present proposed preliminary General Fund budget to BOS (workshop)
September 21, 2021	Present August financial report with year-end projections. Announce Pension MMOs.
September 28, 2021	Present preliminary proposed budgets for all other funds to BOS, review proposed preliminary General Fund budget (workshop).
October 12, 2021	Review all proposed preliminary budgets (workshop).
October 19, 2021	Present Q2/September financial report with year-end projections
October 26, 2021	Review all proposed preliminary budgets (workshop)
November 9, 2021	Present final proposed All Funds budget Make budget available for public inspection Advertise budget in <i>Daily Local News</i> (at least 20 days prior to adoption)
November 16, 2021	Present October financial report with year-end projections
November 23, 2021	Review final proposed All Funds Budget (if needed) (workshop)
November 30, 2021	Review final proposed All Funds Budget (if needed) (workshop)
December 7, 2021	Adopt Budget
December 14, 2021	Review final proposed All Funds Budget (if needed) (workshop)
December 21, 2021	Fall Back Date for budget adoption Present November financial report with year-end projections

Suggested Motion –I move that we schedule the Long Range Planning Session for Tuesday June 8 at 7 pm and that we schedule budget workshop for the dates suggested above.

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

April 19, 2021

To Board of Supervisors

From Mark Miller

Ref. Phone System

The Township office phone system is starting to fail. The system was installed in in 2004 the current system is no longer made and the hardware for the system cannot be purchased. We have had several equipment failures over the past two months our technician was able patch the system. Our vender Candlestick Communications has stated that we are on borrowed time before we have complete failure.

Below are the costs to purchase the new Hardware and licensing for the phone system. The phone system is full depreciated.

Candlestick Communications	Hybrid VoIP SYSTEM	\$7,944.00
EXERCOMM INC.	Avaya IP Office Control System	\$9,605.62

Mr. Chairman we recommend the board award the contract to Candlestick communications in the amount of \$7944.00

Memo

East Goshen Township

Date: April 27, 2021
To: Board of Supervisors
From: Rick Smith, Township Manager
Re: Refuse and Recycling Bids

Our refuse and recycling contract is up at the end of 2021 and we will be going out to bid for refuse and recycling in the near future.

Refuse and recycling collection directly impacts our residents on a regular basis, and the quality of this service is a big factor in resident satisfaction. While we receive very few complaints with the service provided by the current hauler, we have had haulers in the past that resulted in a lot of complaints from residents. Accordingly, for the last bid we went with a series of one year contracts and with the Township having the option to terminate the contract annually. We intend to utilize the same methodology for this bid.

If the contract is not terminated the hauler can increase their price for the following year by a percentage equal to the Consumer Price Index US City Average for all Urban Consumers for the twelve month period ending in November of the preceding year.

A summary of our current collection program is as follows:

- Municipal waste is collected twice a week. *Monday/Thursday or Tuesday/Friday*
- Single stream (co-mingled) recyclables are collected once a week. *Monday or Tuesday*
- Yard waste which includes Christmas trees and leaf waste are collected every other week, except there are weekly collections in November. *Wednesday*
- Bulk Trash, two items will be collected once a month. *Thursday or Friday during second full week of the month.*
- If the landfill is closed on a scheduled collection day the collection is not made up.

The landfill is closed on the following days.

New Year's Day (Day varies)
Memorial Day (Always Monday)
Labor Day (Always Monday)
Independence Day (Day Varies)
Thanksgiving Day (Always Thursday)
Christmas Day (Day Varies)

Accordingly we would suggest continuing with the current practice of switching the collection days every 3 years, with the next change occurring in 2023.

In 2017 to 2020 the average household put out for 2,241 pounds of refuse, 756 pounds of recyclables and 400 pounds of year waste.

Based on comments from residents during the last four years we would suggest the following changes to the program.

Yard Waste – We would suggest increasing the frequency of yard waste to once a week. Yard waste accounts for 13% of our total tonnage, however it is seasonal which makes it difficult (expensive) for the hauler to allocate resources to collect it. Once a week collection would allow the hauler to schedule his manpower, and makes it simple for the resident to remember.

Municipal Waste – No change is proposed.

Comment - One question that comes up every now and then is going to once a week collection. In 2010 we solicited bids for once a week a collection and twice a week collection. We pay the tipping fee at the landfill so that cost would not change. However, the low bid for once a week collection was only \$3.08 a month less than the low bid for the twice a week collection. So going to once a week collection would have only resulted in reduction of the quarterly fee of \$9.18. At that time the Board concluded that the savings did not justify a 50% reduction in service (from the resident's perspective).

We plan to revise the bid specs to allow for the recycling carts, add all recyclable materials that are accepted at the recycling facility (see attached) and reduce the size limit on branches (yard waste) from 6" to 2".

However, the biggest change will be a requirement that each truck have a real time camera system. This will allow us to confirm whether or not the refuse, yard waste, etc. was placed out for collection when the truck came by.

Suggested Motion – I move that we direct staff to solicit bids for Refuse and Recycling Services with the changes noted above.

THE ULTIMATE RECYCLING LIST

A complete list of what can be recycled.



Paper

all office paper
white paper
colored paper
newspaper
(bags and strings removed)
magazines (all types)
catalogs (all types)
phonebooks (all types)
junk mail
paperboard
tissue boxes
heavy weight folders
paper towel and toilet paper rolls
food packaging
shredded paper
(in paper bag to minimize blow-away potential)
paper milk, juice and soy milk cartons
(should be empty)
books: all soft cover, hard covers
should be ripped off
empty paper coffee cups
(plastic lids removed)

Cardboard

ALL cardboard boxes must be broken down.
pizza boxes (food and wax paper removed)
brown paper bags
boxboard (i.e. shoeboxes,
gift boxes, cereal boxes)



Metal

Please wash out all food jars!
metal and tin beverage containers
metal and tin food containers
aluminum foil
aluminum take-out containers
aluminum pie plates and trays
kitchen cookware: metal pots, pans, tins
and utensils

Glass

Please wash out all food jars!
All colors glass bottles and jars
clear glass
green glass
brown glass
blue glass
glass food containers



Plastics

All plastics numbers 1-7
food and beverage containers
screw top jars
deli-style containers
clam-shell take-out containers
plastic cups
(lids and straws removed)
milk jugs
soap bottles
(no other type accepted)
plastic jugs/bottles: soda bottles,



NOT ACCEPTED

AS RECYCLING

A complete list of what CANNOT be recycled

Napkins

Tissue paper

Paper towels

Wax paper

Wrapping paper

Any paper product which has the potential to
be contaminated with bodily fluids

Mirror glass

Window glass

Ceramic

Crystal

Cardboard lined with plastic

(i.e. bubblewrap boxes)

Waxed/waterproof cardboard

Plastic baggies

Plastic tableware

Styrofoam containers

Motor oil cans

Metal and cardboard containers

Paint cans

Bulk Metal

Propane tanks

Electronic Waste

Computer Equipment and Electronics

Any electronic equipment which plugs into a wall,
has a cord, battery or circuit board

Inkjet Cartridges

Compact Fluorescent Bulbs (CFL)

Light bulbs

Batteries

Cell Phones, PDAs and other small electronic equipment

Memorandum

East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

Voice: 610-692-7171

Fax: 610-692-8950

E-mail: mgordon@eastgoshe.org

Date: 4/27/2021

To: Board of Supervisors

From: Mark Gordon, Township Zoning Officer *adlb*

Re: SWM O&M Agreement

Dear Board Members:

The Code Department has received the following Stormwater Management Operation and Maintenance agreement for authorization by the Board of Supervisors:

1. 1631 E. Strasburg Rd.

Staff Recommendation:

Staff has reviewed these projects and the SWM O&M Agreement. Staff recommends that the Board authorize the Chairman to sign the SWM agreement.

Draft Motion:

Mr. Chairman, I move that the Board authorize the Chairman to sign the storm water management, operation and maintenance agreements for:

1. 1631 E. Strasburg Rd.

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

FYI

April 27, 2021

Dear Property Owner:

The purpose of this letter is to inform you that the Township has received a Zoning Hearing Board Application from ESKE Development LLC, owner of 1302 Wilson Drive. ESKE Development is requesting a dimensional variance from the rear yard setback requirement for the building located at 1302 Wilson Drive, West Chester, 19380.

ESKE Development is seeking relief from §240-19 G. Lot area, width, building coverage, height and yard regulations. Specifically, the applicant is requesting relief 3.5 feet from the rear yard setback requirement of the ordinance.

All property owners within 1000 feet of the property seeking zoning relief are notified of the meeting dates when the application will be discussed. **The scheduled public meetings for review and potential approval of this application are as follows, AND ARE SUBJECT TO CHANGE WITHOUT ADDITIONAL WRITTEN NOTICE:**

May 5, 2021 - Planning Commission meeting (7:00 pm, virtually via ZOOM)

May 11, 2021 - Board of Supervisors meeting (7:00 pm, virtually via ZOOM)

May 26, 2021 - Zoning Hearing Board (7:00 pm, virtually via ZOOM)

Due to COVID 19 protocols all meetings and hearings will be held virtually. The ZOOM meeting information will be available on the Township website prior to the meeting at, www.eastgoshen.org. **The application materials are available for review during normal business hours.** Call the Township if you have questions on how to observe or participate in the meetings and or the hearing.

Sincerely,

Mark A. Gordon

Mark A. Gordon
Township Zoning Officer

BOARD OF SUPERVISORS

EAST GOSHEN TOWNSHIP

CHESTER COUNTY

1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

FYI

April 27, 2021

Dear Property Owner:

The purpose of this letter is to inform you that the Township has received a Zoning Hearing Board Application from CTDI, owner of 1365 Enterprise Drive. CTDI is requesting zoning variances for two proposed wall signs for their property at 1365 Enterprise Drive, West Chester, 19380.

CTDI is seeking relief from §240-22 Q.(5) of the Zoning Ordinance, specifically, relief is being requested for:

- (1) the maximum number of signs permitted on a building
 - a. The applicant is seeking relief to install 2 wall signs (the ordinance permits one wall sign per building)
- (2) the maximum area of wall signs
 - a. The applicant is seeking a variance to install wall signs that are approximately 166.8 square feet each, in area. (the zoning ordinance permits a maximum sign area of 100 square feet)

Additionally the applicant is requesting the Zoning Hearing Board grant such other relief as may be necessary in the judgement of the Board to allow each of the proposed wall signs.

All property owners within 1000 feet of the property seeking zoning relief are notified of the meeting dates when the application will be discussed. **The date of the HEARING is as follows:**

Zoning Hearing Board (Zoning Variance Hearing) – Wednesday, May 26, 2021 @ 7:00 PM

Due to COVID 19 protocols this hearing will be held virtually. The ZOOM meeting information will be available on the Township website, www.eastgoshen.org, no later than May 24th. **The application materials are available for review at the Township building during normal business hours.** Call the Township if you have questions on how to observe or participate in the hearing.

Sincerely,

Mark A. Gordon

Mark A. Gordon
Township Zoning Officer