

**EAST GOSHEN TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
1580 PAOLI PIKE  
TUESDAY, April 6, 2021  
FINAL MINUTES**

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

**Present:** Chairman David Shuey; Vice-Chairman Mike Lynch; Members: John Hertzog, Marty Shane and Michele Truitt; Township Manager Rick Smith; Public Works Director Mark Miller; Interim Finance Director Chris Boylan; Future Finance Director Dave Ware; 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 the 30 million people in the United States that have had COVID, the 550,000+ people that have passed along with their caregivers and also for our first responders.

David announced that the meeting is being livestreamed on YouTube.

**Chairman's Report**

David announced that the Board met in executive session:

- On March 30 and April 2 to interview candidates for the Township Manager position and prior to tonight's meeting to discuss a personnel matter concerning an ABC member.
- The Township was awarded second place in the Electronic Newsletter category by the Pennsylvania State Association of Township Supervisors.
- The Boot Road Project, which will create a second westbound lane on Boot Road, is scheduled to go out to bid in April with construction to be done this summer.

The Board welcomed Dave Ware, future Finance Director for the Township.

**Approval of Minutes**

Michele made a motion to approve the minutes of March 16, 2021. John seconded. The motion passed 5-0.

**Approval of Treasurer's Reports**

Chris Boylan stated that the RFP for the new financial software was sent out and advertised. Proposals are due by May 14.

David asked Rick for an update on the COVID stimulus that the Township is expected to receive. Rick replied that the first installment will be June 2021 and the second installment will be June 2022. Mike asked Staff to provide a one-page outline listing the limitations, the process, audit requirements, etc.

Michele made a motion to accept the receipts and approve the expenditures as presented in the Expenditure Register and as summarized in the March 31, 2021, Treasurer's Report. Mike seconded. The motion passed 5-0.

### **Old Business**

None.

### **New Business**

#### **Consider authorizing letter for Kaitlyn Kaulback, Girl Scouts Gold Star Award.**

David stated that a Gold Star Award is the highest award a Girl Scout can achieve. David read the letter that will be sent to Kaitlyn from the Board. The Board congratulated Kaitlyn on her project and achievement.

#### **Consider authorizing letter supporting Chester County's grant application for funding to update Watersheds the Counties River Conservation Plan.**

Mike made a motion that the Board authorize the Chairman to sign a letter of support that is to be sent to the County to obtain the next grant funding to update the watersheds management plan for Chester County. Michele seconded. The motion passed 5-0.

#### **Letter to US Representative Chrissy Houlihan.**

David announced that the Township sent a letter to Representative Chrissy Houlihan supporting West Goshen Township's request to have funding for the Westtown Way Pump Station Project included in the House Appropriations Committee Community Project Fund.

#### **Consider Stormwater agreement for 1202 Joshua Drive.**

Mike made a motion that the Board authorize the Chairman to sign the storm water management, operation and maintenance agreements for 1202 Joshua Drive. Michele seconded. The motion passed 5-0.

#### **Consider recommendation to purchase 2 Exmark Lazer mowers.**

David made the motion that the Township purchase the two Exmark mowers from Eagle Power Turf & Tractor in the net amount of \$15,041.00. John seconded. The motion approved 5-0.

### **Any Other Matter**

David announced that Kevin Miller has resigned as the Township's Emergency Management Coordinator. The Board thanked him for his time in this capacity. Stephen Hiro has volunteered to service in this position and trained and certified for replacement.

Michele made a motion to appoint Stephen Hiro as the Township's Emergency Management Coordinator and that a recommendation is sent to the governor for approval. John seconded. Michele noted that this is a volunteer position. The motion passed 5-0.

### **Public Comment**

Christina Morley asked about the recent parking restriction that was implemented at Route 352 and East Strasburg Road. She noted that she frequently sees two (2) cars parked facing opposing traffic. Rick stated that Chief Bernot has been notified.

Chris Boylan officially welcomed Dave Ware to the Township.

**Correspondence**

David acknowledged the 2021 Q1 Right-to-Know Report and the amount of work that is involved.

David acknowledged that CTDI is requesting zoning variances for wall signs on their property. This will be addressed in the Planning Commission Meeting on April 7.

**Adjournment**

There being no further business, John made a motion to adjourn at 7:45 pm. Marty seconded. The motion passed 5-0.

Respectfully submitted,  
*Susan D'Amore*

Attached: March 31, 2021 Treasurer's Report

TREASURER'S REPORT		March 11, 2021 - March 31, 2021	
RECEIPTS AND BILLS			
<b>GENERAL FUND</b>			
Real Estate Tax	\$977,828.77	Accounts Payable	\$468,864.93
Earned Income Tax	\$172,500.00	<u>Electronic Pmts:</u>	
Local Service Tax	\$1,900.00	Credit Card	\$3,557.10
Transfer Tax	\$39,522.91	Postage	\$0.00
<i>General Fund Interest Earned</i>	\$0.00	Debt Service	\$4,095.09
Total Other Revenue	\$472,275.56	Payroll	\$129,402.09
<b>Total General Fund Receipts:</b>	<b>\$1,664,027.24</b>	<b>Total Expenditures:</b>	<b>\$605,919.21</b>
<b>STATE LIQUID FUELS FUND</b>			
Receipts	\$508,673.89	Accounts Payable	\$0.00
<i>Interest Earned</i>	\$0.00		
<b>Total State Liquid Fuels Receipts:</b>	<b>\$508,673.89</b>	<b>Total Expenditures:</b>	<b>\$0.00</b>
<b>CAPITAL RESERVE FUND</b>			
Receipts	\$62,100.00	Accounts Payable	\$92.00
<i>Interest Earned</i>	\$0.00		
<b>Total Capital Reserve Fund Receipts:</b>	<b>\$62,100.00</b>	<b>Total Expenditures:</b>	<b>\$92.00</b>
<b>TRANSPORTATION FUND</b>			
Receipts	\$0.00	Accounts Payable	\$0.00
<i>Interest Earned</i>	-\$2.00		
<b>Total Transportation Fund Receipts:</b>	<b>-\$2.00</b>	<b>Total Expenditures:</b>	<b>\$0.00</b>
<b>SEWER OPERATING FUND</b>			
Receipts	\$50,904.89	Accounts Payable	\$186,314.57
<i>Interest Earned</i>	\$0.00	<u>Electronic Pmts:</u>	
		Credit Card	\$0.00
		Debt Service	\$23,863.52
<b>Total Sewer Operating Fund Receipts:</b>	<b>\$50,904.89</b>	<b>Total Expenditures:</b>	<b>\$210,178.09</b>
<b>REFUSE FUND</b>			
Receipts	\$15,615.91	Accounts Payable	\$28,907.57
<i>Interest Earned</i>	\$0.00	Credit Card	\$0.00
<b>Total Refuse Fund Receipts:</b>	<b>\$15,615.91</b>	<b>Total Expenditures:</b>	<b>\$28,907.57</b>
<b>BOND FUND</b>			
Receipts	\$0.00	Accounts Payable	\$0.00
<i>Interest Earned</i>	\$0.00		
<b>Total Bond Fund Receipts:</b>	<b>\$0.00</b>	<b>Total Expenditures:</b>	<b>\$0.00</b>
<b>SEWER CAPITAL RESERVE FUND</b>			
Receipts	\$0.00	Accounts Payable	\$34.50
<i>Interest Earned</i>	\$0.00		
<b>Total Sewer Capital Reserve Fund Receipts:</b>	<b>\$0.00</b>	<b>Total Expenditures:</b>	<b>\$34.50</b>
<b>OPERATING RESERVE FUND</b>			
Receipts	\$0.00	Accounts Payable	\$34.50
<i>Interest Earned</i>	-\$113.06		
<b>Total Operating Reserve Fund Receipts:</b>	<b>-\$113.06</b>	<b>Total Expenditures:</b>	<b>\$34.50</b>
			\$845,165.87
	\$2,301,206.87		\$129,402.09
			(\$715,763.78)