

**EAST GOSHEN BUSINESS PARK TASK FORCE
MEETING MINUTES
March 1, 2021**

The East Goshen Township Business Park Task Force held their regular meeting on Monday March 1, 2021 at 7:00 pm. Due to restrictions caused by the COVID-19 virus, the meeting was held via electronic conferencing Zoom. Members in attendance are indicated in bold:

Jeff O'Donnell, Chairman
John Stipe, Vice Chairman
Ed Decker
John Hertzog
Mike Koza
Mike Lynch
Brian Sweet

Others in attendance:

Mark Gordon, Township Zoning Officer
Gordon Davis, resident

Call to Order & Pledge of Allegiance

Jeff called the meeting to order at 7:00 pm and led those present in the Pledge of Allegiance. There was a moment of silence to remember our first responders.

Approval of Minutes

The minutes of the February 1, 2021 meeting were approved as amended.

Task Force Objectives

Mark Gordon commented that they received information from Keystone showing the business parks and total for all non-resident EIT. Mike Lynch mentioned that he was checking the information for any trends. It appears that EITs are down. There is not much variance in property taxes. The Business Parks are 7% of the township's property tax revenue. The revenue they are generating is important. They reviewed the chart showing real estate taxes.

They discussed companies with no employees on site right now. QVC is remote. CTDI is busy.

Mike Lynch mentioned that the county vacancy rates are 9-10%. East Goshen's is 2%.

John Stipe pointed out that Wellington and the bank pad site at the Giant are included. They should be removed because they will impact the numbers a lot. Mark Gordon will ask Mary Frances to make changes to her report.

Jeff mentioned that Brian sent out a revised survey. Jeff feels the survey will act as a point of conversation. It will be a manual process.

Brian reviewed the survey and pointed out what was from Mary Frances.

There was discussion and some changes.

1. 4i – proximity to trails - add parks
2. 4k – building appearance. Jeff commented that there is not a lot that can be done since the buildings have to be brick.

Ed mentioned that last month one suggestion from Brian O’Leary was to be a little more specific to get consistent feedback to determine what they are looking for.

Brian commented that rankings should be added for questions 5, 6, 7, and 8. Jeff suggested for #6 use workforce size and #7 use square footage. Numbers 7 & 8 should use percentages. Mike Lynch suggested asking if any change is temporary because of the pandemic or permanent. Mike Lynch commented that Vanguard has 90% of employees working remotely. They aren’t sure how it will affect their building.

It was agreed to remove #10.

Ed made a motion to adopt the questionnaire as the survey. John Stipe seconded the motion. The motion passed unanimously.

Brian started discussion about the process to contact the companies. Jeff suggested including a letter with the survey asking them for three dates and times they can meet. When that is received, assign a Task Force member and note this in a column on the spreadsheet. Mike Lynch suggested that if any members have certain contacts to let Mark Gordon know. He would like to get the letters and surveys out in the next two weeks. Mark will email the letter and survey to the Task Force members.

Liaison Reports

Futurist Committee – Brian mentioned that there will be a notice in the next newsletter about the Community Survey they are doing. It will be digital and take about 15 minutes to complete.

Board of Supervisors – Mike Lynch reported that they are working on interviews for the Township Manager and Financial Officer positions. Hoping for a selection soon. John Stipe asked about the unexpected costs in sewer service. Mike Lynch explained that there are two items that have come up. One is the renovation of the Westtown Pump Station owned by West Goshen with an agreement for East Goshen to use it. The original estimates have doubled so they are meeting with West Goshen to look into this. Two is a serious failure of a long sewer line in Hershey Mill Estates. The estimate for repairs is \$600,000 to \$900,000. This problem was found through televising the lines, which is a very important part of maintaining the sewer lines.

Adjournment

There being no further business Mike Koza moved to adjourn the meeting. Ed seconded the motion. The motion passed unanimously. The meeting was adjourned at 8:30 pm. The next meeting will be held on Monday, April 5, 2021 at 7:00 pm.

Respectfully submitted

Ruth Kiefer, Recording Secretary