

AGENDA
EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS

Tuesday, May 11, 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.
4. Chairman's Report (7:05 PM to 7:10 PM)
 - a. The Board met in executive session prior to tonight's meeting with the Solicitor to discuss a judgement issued by the Court of Common Pleas.
 - b. Ken Lorence has resigned from the Historical Committee.
5. Public Hearings – None
6. Emergency Services Reports (7:10 PM to 7:15 PM)
 - a. WEGO – Chief Brenda Bernot
 - b. [Goshen Fire Co – April 2021](#)
 - c. [Malvern Fire Co – April 2021](#)
 - d. [Good Fellowship – April 2021](#)
 - e. Fire Marshal – Carmen Battavio
7. [Financial Report – April 2021 \(7:15 PM to 7:20 PM\)](#)
8. Approval of Minutes and Treasurer's Report (7:20 PM to 7:25 PM)
 - a. Minutes - None
 - b. [Treasurers Report – May 6, 2021](#)
9. Old Business - None
10. New Business
 - a. [Consider recommendation on ESKE Development variance request. \(7:25 PM to 7:35 PM\)](#)
 - b. [Consider recommendation on Greto variance request \(7:35 PM to 7:45 PM\)](#)
 - c. [Consider Resolution 2021-29 updating the Code of Conduct for ABC. \(7:45 PM to 7:50 PM\)](#)
 - d. [Consider Resolution 2021-34A increasing the fee for a soliciting license. \(7:50 PM to 7:55 PM\)](#)
 - e. [Consider information about reopening the Township Building \(7:55 PM to 8:05 PM\)](#)

- f. Acknowledge Park and Rec Update (8:05 PM to 8:10 PM)
- g. Consider Stormwater Agreement for 1448 Patterson Lane. (8:10 PM to 8:15 PM)
- 12. Any Other Matter
 - a. Consider State Historic Preservation Office (SHPO) / Phase 1 Archeological Survey for Paoli Pike Trail Seg B Joint Permit Application (8:15 PM to 8:20 PM)
- 13. Public Comment (8:20 PM to 8:50 PM)
- 14. Liaison Reports - none
- 15. Correspondence, Reports of Interest
 - a. State Liquid Fuels 2019 Audit Received (8:50 PM – 8:55 PM)
- 16. Adjournment (8:55 PM)

Meetings & Dates of Importance

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	-----
June 01, 2021	Board of Supervisors	07:00 pm
June 02, 2021	Planning Commission	07:00 pm
June 03, 2021	Park and Rec Commission	07:00 pm
June 07, 2021	Business Park Task Force	07:00 pm
June 08, 2021	Pension Committee	10:00 am
June 08, 2021	Long Range Planning Session	07:00 pm
June 08, 2021	Zoning Hearing Board	07:00 pm

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>.

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Goshen Fire Company Monthly Operations Report

April 2021



Fire Responses per Municipality	Monthly Responses	Monthly Manhours	YTD Responses	YTD Manhours
East Goshen	21	54	75	266
West Goshen	17	35	57	138
Westtown	3	9	13	45
Willistown	6	40	20	80
Other	4	3	19	71
Total - Fire	51	141	184	600

Fire Police Responses per Municipality	Monthly Responses	Monthly Manhours	YTD Responses	YTD Manhours
East Goshen	8	27	38	189
West Goshen	11	26	39	113
Westtown	4	12	17	52
Willistown	3	29	13	59
Other	2	4	10	29
Total - Fire Police	28	98	117	442

EMS Responses per Municipality	Monthly Responses	Monthly Manhours	YTD Responses	YTD Manhours
East Goshen	170	229	662	991
West Goshen	88	128	365	481
Westtown	23	36	92	158
Willistown	10	20	80	138
Other	8	9	35	38
Total - EMS	299	422	1234	1806

Total Responses per Municipality	Monthly Responses	Monthly Manhours	YTD Responses	YTD Manhours
East Goshen	199	310	775	1446
West Goshen	116	189	461	732
Westtown	30	57	122	255
Willistown	19	89	113	277
Other	14	16	64	138
Total - Goshen Fire Company	378	661	1535	2848

Goshen Fire Company Monthly Operations Report

April 2021



Monthly Updates

Key Indicators

Patients Treated	250	
Patients 65 and Over	176	70%
EMS Calls to Assisted Living and Retirement Facilities	114	32%
Automatic Fire/CO Alarms	26	51%

Major Incidents

Building Fire - 163 Line Rd, Willistown	4/5/2021
Vehicle Fire - 1020 Garrett Mill Rd, Willistown	4/6/2021
Kitchen Fire - Golf Club Aps, West Goshen	4/9/2021
Accident w/Entrapment - 1378 Boot Rd, East Goshen	4/13/2021
Deck Fire - 921 St. Andrews Dr, East Goshen	4/23/2021

Events

None	
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Fundraising Activities

Mothers' Day Flower Sale	5/8/2021
EMS Subscription & Donation Drive	Underway
Business Donation Drive	Underway

Personnel Updates

None	
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Apparatus Updates

None	
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Malvern Fire Company

424 East King Street
Malvern, PA 19355

Main 610-647-0693
Fax 610-647-0249
www.malvernfireco.com

East Goshen Township 2021 EMS Statistics

January:

21 Calls; 3 BLS (2 Transports); 19 ALS (12 Transports)
0 Fire; 0 Auto Accidents; 21 Medical

February:

17 Calls; 2 BLS (2 Transports); 15 ALS (7 Transports)
0 Fire; 0 Auto Accidents; 17 Medical

March:

33 Calls; 7 BLS (5 Transports); 26 ALS (18 Transports)
0 Fire; 0 Auto Accidents; 33 Medical

April:

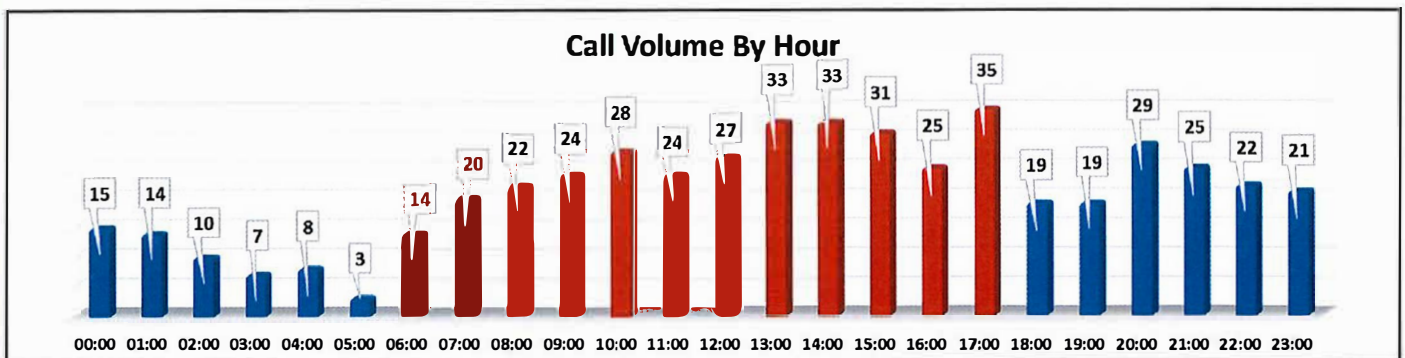
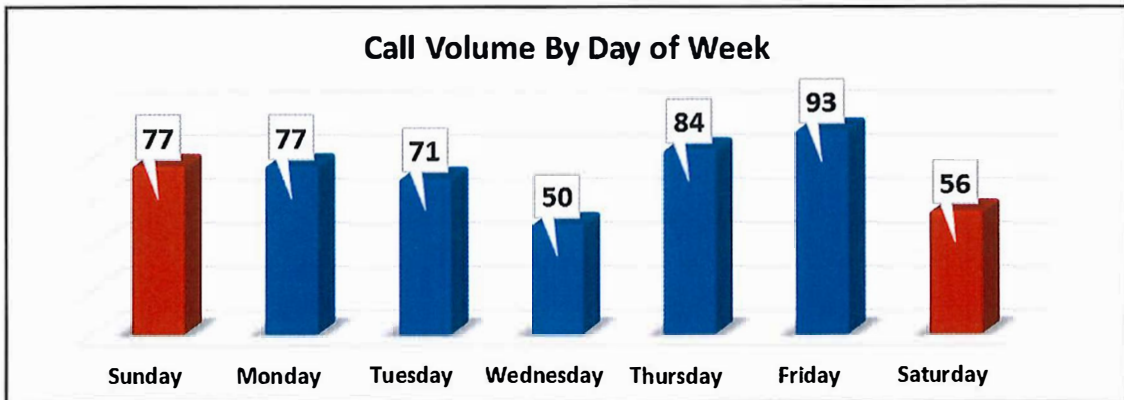
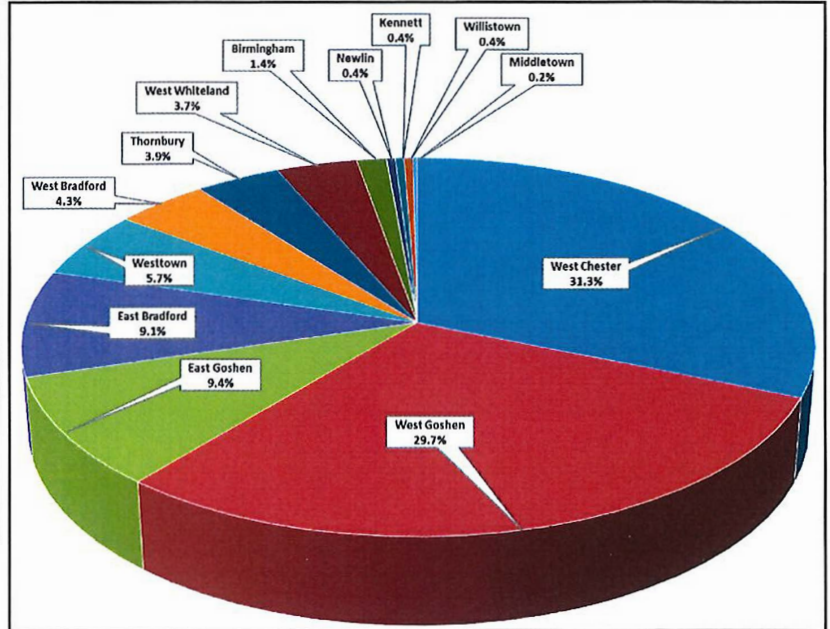
24 Calls; 3 BLS (2 Transports); 21 ALS (15 Transports)
0 Fire; 0 Auto Accidents; 24 Medical



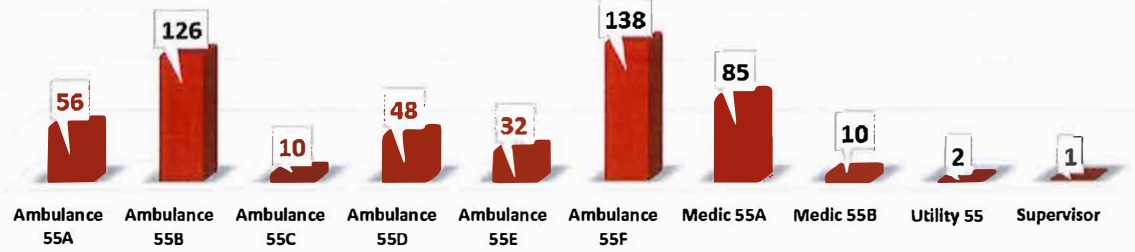
April 2021
OPERATIONS REPORT

CALL VOLUME

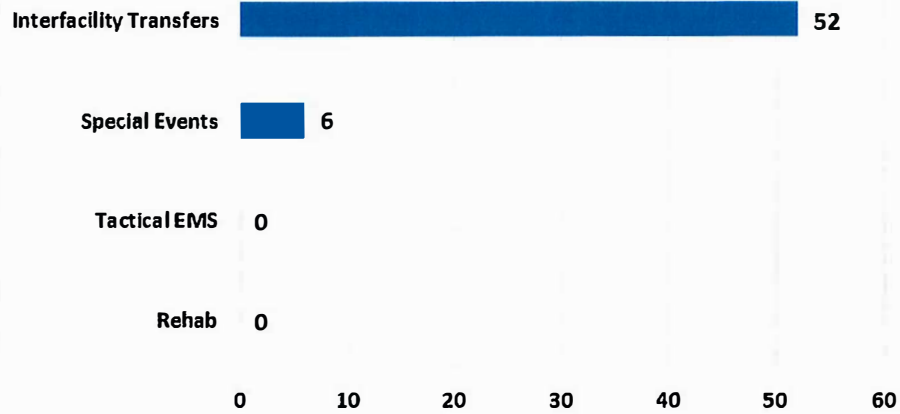
Municipality	Month	% of Calls	YTD
West Chester	159	31.3%	579
West Goshen	151	29.7%	493
East Goshen	48	9.4%	201
East Bradford	46	9.1%	203
Westtown	29	5.7%	159
West Bradford	22	4.3%	79
Thornbury	20	3.9%	65
West Whiteland	19	3.7%	86
Birmingham	7	1.4%	17
Newlin	2	0.4%	7
Kennett	2	0.4%	
Willistown	2	0.4%	
Middletown	1	0.2%	
	508		



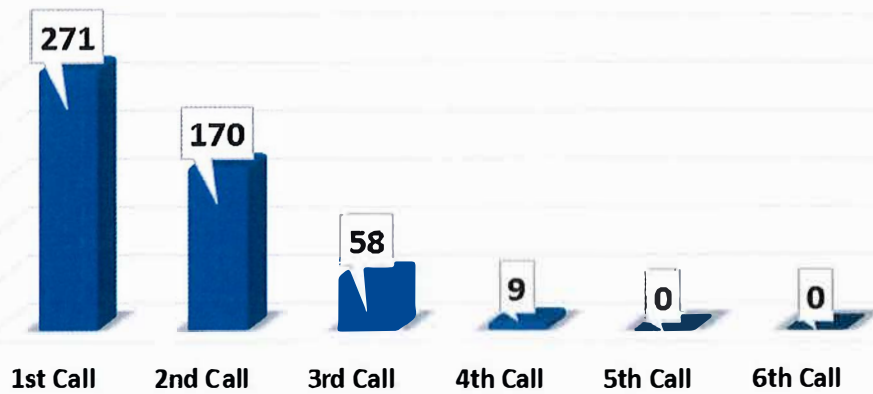
Call Volume By Vehicle



Interfacility Transports & Special Operations



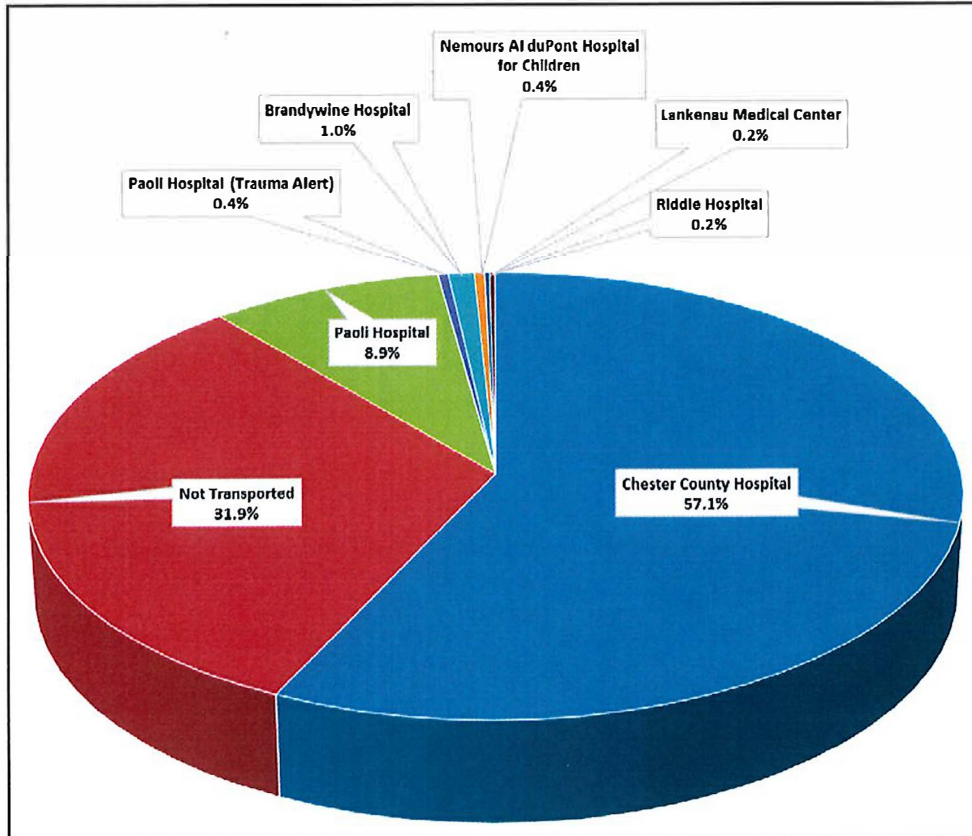
Call Sequence



HOSPITAL DESTINATION INFORMATION

Receiving Hospital	Total	%
Chester County Hospital	290	57.1%
Not Transported	162	31.9%
Paoli Hospital	45	8.9%
Paoli Hospital (Trauma Alert)	2	0.4%
Brandywine Hospital	5	1.0%
Nemours Al duPont Hospital for Children	2	0.4%
Lankenau Medical Center	1	0.2%
Riddle Hospital	1	0.2%
	508	
Transported:		346 68.1%
Not Transported:		162 31.9%
	508	

Non-Transport Breakdown	
Refusal	47
Recalled Enroute	24
Recalled On Scene	49
No Services	20
Lift Assist	15
DOA	4
Released to BLS	3
External ALS Assist	0
	162



MISCELLANEOUS CALL INFORMATION

Average Times	
Dispatch To Enroute	01:23
Enroute To On Scene	06:28
On Scene Time	15:58
Transport Time	09:22
Dispatch To Available	44:10

Alcohol / Drug Suspicion		
	Total	%
Alcohol	39	7.7%
Alcohol and Drugs	7	1.4%
Drugs	9	1.8%
Total:	55	10.8%
Unknown / Unable to Determine	26	5.1%

Calls Covering Other Agencies	
Goshen Fire Co	15
Uwchlan Ambulance	6
Malvern Fire Co	3
Concordville Fire Co	2
Longwood Fire Co	2
Riddle Hospital Paramedics	1
	29

Responses By Station	
Main Station (Station 55)	407
East Goshen (Station 155)	50
East Bradford (Station 255)	51

West Chester University Calls		
	Total	%
Total WCU Calls	7	1.4%
WCU Calls in West Chester	3	0.6%
WCU Calls in West Goshen	3	0.6%
WCU Calls in East Bradford	1	0.2%

Call Types		
BLS - Sick Person	72	14.2%
ALS - Respiratory Difficulty	53	10.4%
BLS - Fall / Lift Assist	49	9.6%
ALS - Cardiac Problems	41	8.1%
ALS - CVA/Stroke	26	5.1%
BLS - Emotional Disorder	23	4.5%
BLS - Injured Person	20	3.9%
BLS - Overdose	19	3.7%
EMS - Stand By - Fire	16	3.1%
Accident - BLS	14	2.8%
ALS - Overdose	13	2.6%
ALS - Seizures	13	2.6%
ALS - Syncope	13	2.6%
ALS - Fall	12	2.4%
ALS - Unconscious Person	12	2.4%
ALS - Abdominal Pain	10	2.0%
ALS - Unresponsive Person	10	2.0%
ALS - Allergic/Med Reaction	8	1.6%
ALS - Diabetic Emergency	8	1.6%
BLS - Abdominal Pain	8	1.6%
ALS - Hemorrhaging	7	1.4%
ALS - Hypotension	7	1.4%
ALS - Cardiac/Resp Arrest	5	1.0%
Alarm - BLS Medical	5	1.0%
BLS - Back Pain	5	1.0%
BLS - Hemorrhaging	5	1.0%
BLS - Syncope	5	1.0%
BLS - Unknown Nature	5	1.0%
Accident - ALS	4	0.8%
BLS - Seizures	4	0.8%
ALS - Emotional Disorder	2	0.4%
ALS - Injured Person	2	0.4%
Accident - Entrapment	2	0.4%
BLS - Allergic/Med Reaction	2	0.4%
BLS - Assault w/Injury	2	0.4%
ALS - Assault w/Injury	1	0.2%
ALS - Back Pain	1	0.2%
ALS - Exposure to Heat/Cold	1	0.2%
Accident - Involving Fire	1	0.2%
Alarm - Carbon Monoxide	1	0.2%
BLS - DOA	1	0.2%
	508	

Memo

To: Board of Supervisors
From: Dave Ware
Re: April 2021 Financial Report
Date: May 6, 2021

As of April 30th, net of pass throughs, the general fund had revenues of \$4,333,062 and expenses of \$3,323,470 for a positive variance of \$1,009,592. As of April 30th, the general fund balance was \$6,564,068.

On the expense side, actual Police expenses is driving the favorable variance to budget in Emergency Services Expenses. Please note that the full year budget is in line with expected total contribution, while the monthly budget allocation assumed the 2019 contribution schedule. In addition, the favorable variance in actual Administration expenses vs. budget will be flat when we make a \$55K payment to DVHT for insurance. Finally, Parks & Recreation realized less equipment and maintenance expense YTD than budgeted.

On the revenue side, overall, revenues performed stronger than anticipated. Earned Income Tax and Real Estate Transfer Tax exceeded YTD expectations. Codes revenues are up due to the increased number of building permits. Please note that the unfavorable variance in Emergency Services Revenue is due to the surplus expected from Westtown East Goshen Police Department. \$219K was budgeted expecting revenue, but will be realized next month as a reduction in our contribution (expense) instead.

Other funds

- The **State Liquid Fuels Fund** had \$510,994 in revenues and \$0 in expenses. The fund balance is \$511,035.
- The **Capital Reserve Fund** had \$472,592 in revenues and \$730,343 expenses. The fund balance was \$4,462,166.
- The **Transportation Fund** had \$277 in revenues and \$0 in expenses. The fund balance was \$609,614.
- The **Sewer Operating Fund** had \$1,280,684 in revenues and \$1,112,230 in expenses. The fund balance was \$1,168,701.
- The **Refuse Fund** had \$399,706 in revenues and \$376,979 in expenses. The fund balance was \$552,868.
- The **Bond Fund** had \$217 in revenues and \$91,300 in expenses. The fund balance was \$3,093,541.
- The **Sewer Capital Reserve Fund** had \$342 in revenues and \$93,611 in expenses. The fund balance is \$2,157,060.
- The **Operating Reserve Fund** had \$439 in revenues and \$138 in expenses. The fund balance is \$2,630,464.

Accounts Receivable

Real Estate Tax Receivable went from \$197K end of March to \$150K at the end of April, a reduction of \$47K, the lowest April amount in the last eight years.

SUMMARY OF FUNDS REPORT (AKA "JOE REPORT")
 ALL FUNDS APRIL 2021
 * NOTE: GENERAL FUND INCLUDES PASS-THROUGH ACCOUNTS

	GENERAL FUND*	LIQUID FUELS STATE FUND	CAP RESV FUND	TRANSPORT. FUND	SEWER OP. FUND	REFUSE FUND	SEWER CAP RESV FUND	OPERATING RESERVE	TOWNSHIP FUNDS	MUNICIPAL AUTHORITY	BOND FUND
01/01/21 BEGINNING BALANCE	\$5,676,091	\$41	\$5,019,917	\$609,337	\$1,000,248	\$530,140	\$2,250,329	\$2,630,163	\$17,716,266	\$6,372	\$3,184,623
RECEIPTS											
310 TAXES	\$3,753,969	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,753,969	\$0	\$0
320 LICENSES & PERMITS	\$110,837	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$110,837	\$0	\$0
330 FINES & FORFEITS	\$11,865	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,865	\$0	\$0
340 INTERESTS & RENTS	\$34,426	\$0	\$62,863	\$277	\$164	\$71	\$342	\$439	\$98,581	\$2	\$217
350 INTERGOVERNMENTAL	\$3,928	\$510,994	\$409,729	\$0	\$0	\$0	\$0	\$0	\$924,650	\$0	\$0
360 CHARGES FOR SERVICES	\$176,626	\$0	\$0	\$0	\$1,280,520	\$399,635	\$0	\$0	\$1,856,781	\$1,128	\$0
380 MISCELLANEOUS REVENUES	\$589,044	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$589,044	\$564	\$0
390 OTHER FINANCING SOURCES	\$167,916	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$167,916	\$129,975	\$0
	\$4,848,610	\$510,994	\$472,592	\$277	\$1,280,684	\$399,706	\$342	\$439	\$7,513,643	\$131,668	\$217
EXPENDITURES											
400 GENERAL GOVERNMENT	\$458,328	\$0	\$13,642	\$0	\$0	\$0	\$0	\$0	\$471,969	\$0	\$0
410 PUBLIC SAFETY	\$2,322,539	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,322,539	\$0	\$0
420 HEALTH & WELFARE	\$76,131	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$76,131	\$0	\$0
426 SANITATION & REFUSE	\$0	\$0	\$0	\$0	\$944,479	\$376,979	\$0	\$0	\$1,321,458	\$133,013	\$0
430 HIGHWAYS,ROADS & STREETS	\$555,249	\$0	\$182,400	\$0	\$0	\$0	\$0	\$0	\$737,649	\$0	\$0
450 CULTURE-RECREATION	\$104,226	\$0	\$212,714	\$0	\$0	\$0	\$0	\$0	\$316,939	\$0	\$91,300
460 CONSERVATION & DEVELOPMENT	\$532	\$0	\$321,220	\$0	\$0	\$0	\$0	\$0	\$321,751	\$0	\$0
470 DEBT SERVICE	\$111,330	\$0	\$0	\$0	\$131,248	\$0	\$0	\$0	\$242,579	\$0	\$0
480 MISCELLANEOUS EXPENDITURES	\$329,205	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$329,205	\$0	\$0
490 OTHER FINANCING USES	\$0	\$0	\$368	\$0	\$36,502	\$0	\$93,611	\$138	\$130,619	\$138	\$0
	\$3,957,539	\$0	\$730,343	\$0	\$1,112,230	\$376,979	\$93,611	\$138	\$6,270,838	\$133,151	\$91,300
2021 SURPLUS/(DEFICIT)*	\$891,072	\$510,994	(\$257,751)	\$277	\$168,454	\$22,727	(\$93,269)	\$301	\$1,242,805	(\$1,483)	(\$91,082)
CLEARING ACCOUNT ADJUSTMENTS	(\$3,095)										
4/30/21 ENDING BALANCE	\$6,564,068	\$511,035	\$4,762,166	\$609,614	\$1,168,701	\$552,868	\$2,157,060	\$2,630,464	\$18,955,976	\$4,890	\$3,093,541

**EAST GOSHEN TOWNSHIP
GENERAL FUND SUMMARY
As of April 30, 2021**

Account Title	2021 Annual Budget	2021 YTD Budget	2021 YTD Actual	\$ Variance	% Variance
EMERGENCY SERVICES EXPENSES	4,653,865	1,883,813	1,618,717	(265,096)	-14.1%
PUBLIC WORKS EXPENSES	2,271,502	693,715	746,998	53,283	7.7%
ADMINISTRATION EXPENSES	2,022,016	655,245	567,160	(88,084)	-13.4%
CODES EXPENSES	510,621	175,500	179,585	4,085	2.3%
PARK AND RECREATION EXPENSES	661,575	148,541	124,012	(24,529)	-16.5%
TOTAL CORE FUNCTION EXPENSES	10,119,579	3,556,813	3,236,472	(320,341)	-9.0%
EMERGENCY SERVICES REVENUES	277,646	228,994	6,365	(222,629)	-97.2%
PUBLIC WORKS REVENUES	975,185	153,068	179,239	26,171	17.1%
ADMINISTRATION REVENUES	331,050	88,417	130,820	42,402	48.0%
CODES REVENUES	275,671	61,022	112,758	51,735	84.8%
PARK AND RECREATION REVENUES	165,419	48,711	57,749	9,038	18.6%
TOTAL CORE FUNCTION REVENUES	2,024,971	580,212	486,931	(93,282)	-16.1%
NET EMERGENCY SERVICES	4,376,219	1,654,819	1,612,352	(42,468)	-2.6%
NET PUBLIC WORKS	1,296,317	540,647	567,759	27,112	5.0%
NET ADMINISTRATION	1,690,966	566,827	436,341	(130,487)	-23.0%
NET CODES	234,950	114,478	66,827	(47,650)	-41.6%
NET PARK AND RECREATION	496,156	99,830	66,263	(33,567)	-33.6%
CORE FUNCTION NET SUBTOTAL	8,094,608	2,976,601	2,749,542	(227,059)	-7.6%
DEBT - PRINCIPAL	362,998	-	-	0	0.0%
DEBT - INTEREST	188,758	86,814	86,998	184	0.2%
TOTAL DEBT	551,756	86,814	86,998	184	0.2%
TOTAL CORE FUNCTION NET	8,646,364	3,063,415	2,836,539	(226,876)	-7.4%
NON-CORE FUNCTION REVENUE					
EARNED INCOME TAX	5,000,000	1,403,380	1,470,074	66,694	4.8%
REAL ESTATE PROPERTY TAX	2,045,609	1,890,714	1,903,274	12,559	0.7%
REAL ESTATE TRANSFER TAX	675,000	227,810	261,244	33,433	14.7%
CABLE TELEVIS.FRANCHISE	430,000	109,040	105,777	(3,263)	0.0%
LOCAL SERVICES TAX	315,000	84,727	101,000	16,273	19.2%
OTHER INCOME	180,755	7,932	4,762	(3,170)	-40.0%
TOTAL NON CORE FUNCTION REVENUE	8,646,364	3,723,604	3,846,131	122,527	3.3%
NET RESULT	0	660,189	1,009,592	349,403	

**EAST GOSHEN TOWNSHIP
MEMORANDUM**

TO: BOARD OF SUPERVISORS
FROM: DAVE WARE
SUBJECT: PROPOSED PAYMENTS OF BILLS
DATE: MAY 6, 2021

Attached please find the Treasurer's Report for the week of April 29, 2021 – May 6, 2021.

\$5,340 paid from the General Fund for costs associated with a traffic accident at Paoli Pike and Boot Road will be recouped from insurance company of driver responsible.

\$1,717.48 paid from Capital Reserve Fund for Paoli Pike Trail construction inspection expenses offset by grant funds received.

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.

**TREASURER'S REPORT
RECEIPTS AND BILLS**

April 29, 2021 - May 6, 2021

GENERAL FUND

Real Estate Tax	\$9,379.68
Earned Income Tax	\$707,200.00
Local Service Tax	\$1,200.00
Transfer Tax	\$0.00
<i>General Fund Interest Earned</i>	\$240.91
Total Other Revenue	\$72,020.12

Total General Fund Receipts: \$790,040.71

Accounts Payable	\$392,508.99
<u>Electronic Pmts:</u>	
Credit Card	\$0.00
Postage	\$0.00
Debt Service	\$0.00
Payroll	\$71,400.00

Total Expenditures: \$463,908.99

STATE LIQUID FUELS FUND

Receipts	\$0.00
<i>Interest Earned</i>	\$0.08
Total State Liquid Fuels Receipts: <u>\$0.08</u>	

Accounts Payable \$0.00
Total Expenditures: \$0.00

CAPITAL RESERVE FUND

Receipts	\$1,801.64
<i>Interest Earned</i>	\$181.91
Total Capital Reserve Fund Receipts: <u>\$1,983.55</u>	

Accounts Payable \$1,717.48
Total Expenditures: \$1,717.48

TRANSPORTATION FUND

Receipts	\$0.00
<i>Interest Earned</i>	\$46.18
Total Transportation Fund Receipts: <u>\$46.18</u>	

Accounts Payable \$0.00
Total Expenditures: \$0.00

SEWER OPERATING FUND

Receipts	\$122,658.16
<i>Interest Earned</i>	\$46.52

Total Sewer Operating Fund Receipts: \$122,704.68

Accounts Payable \$426.98
Electronic Pmts:
 Credit Card \$0.00
Debt Service \$0.00
Total Expenditures: \$426.98

REFUSE FUND

Receipts	\$33,468.11
<i>Interest Earned</i>	\$22.83
Total Refuse Fund Receipts: <u>\$33,490.94</u>	

Accounts Payable \$57,841.36
Credit Card \$0.00
Total Expenditures: \$57,841.36

BOND FUND

Receipts	\$0.00
<i>Interest Earned</i>	\$50.26
Total Bond Fund Receipts: <u>\$50.26</u>	

Accounts Payable \$74,600.00
Total Expenditures: \$74,600.00

SEWER CAPITAL RESERVE FUND

Receipts	\$0.00
<i>Interest Earned</i>	\$79.89
Total Sewer Capital Reserve Fund Receipts: <u>\$79.89</u>	

Accounts Payable \$0.00
Total Expenditures: \$0.00

OPERATING RESERVE FUND

Receipts	\$0.00
<i>Interest Earned</i>	\$98.22
Total Operating Reserve Fund Receipts: <u>\$98.22</u>	

Accounts Payable \$0.00
Total Expenditures: \$0.00

Report Date 05/03/21

Expenditures Register
GL-2105-78481

PAGE 1

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
01	GENERAL FUND									
1471				WESTTOWN-EAST GOSHEN POLICE						
	65265	1	01410 5300	POLICE GEN.EXPENSE	050121	05/03/21	05/01/21	05/03/21	21149 p	336,689.51
				MAY 2021 CONTRIBUTION						
										336,689.51

336,689.51
1 Prepaids, totaling 336,689.51
0 Printed, totaling 0.00

FUND SUMMARY

Fund	Bank Account	Amount	Description
01	01	336,689.51	GENERAL FUND
		<u>336,689.51</u>	

PERIOD SUMMARY

Period	Amount
2105	336,689.51
<u>336,689.51</u>	

Legend:
Expenditures Register Spooling to Windows Printers
Print those ready to UPDATE
Sorting by vendor
Printing for GL Period 2105
Doing a page break
MARPO5 run by BARBARA 1 : 33 PM

Report Date 05/03/21

Expenditures Register
GL-2105-78482

PAGE 1

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
01 GENERAL FUND										
1471				WESTTOWN-EAST GOSHEN POLICE						
	65266	1	01410	5330 CAPITAL CONTRIBUTION - POLICE BLDG	050321	05/03/21	05/03/21	05/03/21	21151	20,100.00
				2021 WEGO BLDG.CAPITAL CONTRIBUTION						
										20,100.00
										20,100.00
1 Printed, totaling										20,100.00

FUND SUMMARY

Fund	Bank Account	Amount	Description
01	01	20,100.00	GENERAL FUND
		<u>20,100.00</u>	

PERIOD SUMMARY

Period	Amount
2105	20,100.00
<u>20,100.00</u>	

Legend:
 Expenditures Register Previewing to your screen
 Print those ready to UPDATE
 Sorting by vendor
 Printing for GL Period 2105
 Doing a page break
 MARP05 run by BARBARA 1 : 57 PM

Report Date 05/06/21

Expenditures Register
GL-2105-78556

PAGE 1

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
01 GENERAL FUND										
1657				AQUA PA						
	65273	1	01409 3600	TWP. BLDG. - FUEL, LIGHT, WATER 000309801 0309801 3/24-4/23/21 BS	042721 BS	05/06/21		05/06/21		19.97
										19.97
102				B&D COMPUTER SOLUTIONS						
	65276	1	01401 3120	CONSULTING SERVICES APRIL 2021	00003344	05/06/21		05/06/21		2,000.00
										2,000.00
296				COMCAST 8499-10-109-0028306						
	65277	1	01401 3210	COMMUNICATION EXPENSE 0028303 MAY 2021	042221	05/06/21		05/06/21		128.40
										128.40
2717				HIGGINS & SONS INC., CHARLES A.						
	65278	1	01433 2500	MAINT. REPAIRS.TRAFF.SIG. RESET CLOCKS - EG ELEMENTARY	53988	05/06/21		05/06/21		97.50
	65279	1	01433 2500	MAINT. REPAIRS.TRAFF.SIG.	53975	05/06/21		05/06/21		437.00
	65280	1	01433 2500	TRAF.LIGHT MAINT. RT.3 & WESTTOWN W MAINT. REPAIRS.TRAFF.SIG.	53935	05/06/21		05/06/21		228.52
	65281	1	01433 2500	TRAF.LIGHT MAINT. N.CHESTER RD. & PAOLI PIKE MAINT. REPAIRS.TRAFF.SIG.	53971	05/06/21		05/06/21		5,340.00
				TRAF.LIGHT MAINT. BOOT RD. & PAOLI PIKE - RE: ACCIDENT AT INTERSECTION						
										6,103.02
627				HIGHWAY MATERIALS INC.						
	65282	1	01438 2450	MATERIALS & SUPPLIES-HIGHWAYS 60.71 TONS 9.5mm 0.3<3, H	210992	05/06/21		05/06/21		3,175.13
	65283	1	01438 2450	MATERIALS & SUPPLIES-HIGHWAYS 10.02 TONS 9.5mm 0.3<3, H	210767	05/06/21		05/06/21		524.05
	65284	1	01438 2450	MATERIALS & SUPPLIES-HIGHWAYS 1.01 TONS 9.5mm 0.3<3, H	208909	05/06/21		05/06/21		54.94
	65285	1	01438 2450	MATERIALS & SUPPLIES-HIGHWAYS 282.12 TONS 9.5mm 0.3<3, H	209324	05/06/21		05/06/21		14,754.91
										18,509.03

Insurance claim / accident

Report Date 05/06/21

Expenditures Register
GL-2105-78556

PAGE 3

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
01 GENERAL FUND										
3153				PECO - 01360-05046						
65295	1	01409	7505	BOOT & PAOLI LED SIGN	042921	05/06/21		05/06/21		42.85
				01360-05046 3/30-4/28/21 BOOT LED						
										42.85
2591				PECO - 59500-35010						
65296	1	01454	3600	UTILITIES	042621	05/06/21		05/06/21		33.18
				59500-35010 3/25-4/23/21 POND PUMP						
										33.18
1087				PIPE XPRESS INC.						
65297	1	01436	2450	STORMWATER MATERIALS & SUPPLIES	111520	05/06/21		05/06/21		1,134.40
				SOLID PIPE - WILSON DR. STORM SEWER REPLACEMENT						
										1,134.40
4172				SERVICEMASTER SERVICES						
65299	1	01409	3740	TWP. BLDG. - MAINT & REPAIRS	4228	05/06/21		05/06/21		1,039.50
				JANITORIAL SERVICE MAY 2021						
65299	2	01409	3840	DISTRICT COURT EXPENSES	4228	05/06/21		05/06/21		310.50
				JANITORIAL SERVICE MAY 2021						
										1,350.00
1983				YALE ELECTRIC SUPPLY CO						
65301	1	01409	3740	TWP. BLDG. - MAINT & REPAIRS	S116530521.002	05/06/21		05/06/21		23.55
				LED LAMPS - FREIGHT CHARGE						
										23.55

Report Date 05/06/21

Expenditures Register
GL-2105-78556

PAGE 4

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
05 SEWER OPERATING										
1658				AQUA PA						
65274	1	05422	3601	R.C. COLLEC.-UTILITIES	042721 TWN	05/06/21		05/06/21		80.64
				001533998 1087842 3/24-4/23/21 TWN						
65275	1	05420	3602	C.C. COLLECTION -UTILITIES	042721 TH	05/06/21		05/06/21		39.78
				000309826 0309826 3/24-4/23/21 TH						
										120.42
1087				PIPE XPRESS INC.						
65298	1	05420	3704	C.C. COLLECT.-MAINT & REP - I&I	111194	05/06/21		05/06/21		205.49
				PVC COUPLINGS						
										205.49
3529				VERIZON - 442069312 MODEMS						
65300	1	05420	3601	C.C. INTERCEPTOR-UTILITIES	9878436567	05/06/21		05/06/21		101.07
				MARCH 26- APRIL 25,2021						
										101.07

Report Date 05/06/21

Expenditures Register
GL-2105-78556

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
06	REFUSE									
2762				AJB A.J. BLOSENSKI INC.						
65272	1	06427	4500	CONTRACTED SERV. RESIDENTIAL PICK-UP MAY 2021	15100170	05/06/21		05/06/21		57,910.03
65272	2	06427	4500	CONTRACTED SERV. LESS COST-DAMAGED RESIDENT'S TRASH CAN	15100170	05/06/21		05/06/21		-68.67
										57,841.36

Report Date 05/06/21

Expenditures Register
GL-2105-78556

PAGE 6

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
08 BOND FUNDS (CAPITAL PROJECTS)										
4459				ACERO HOLDINGS LLC						
65270	1	08459	6000	MISC TRAIL EXPENSES	042721	05/06/21		05/06/21		46,200.00
				TRAIL EASEMENT FEE-PARCLS 53-4-168 & 53-4-169						
65270	2	08459	6000	MISC TRAIL EXPENSES	042721	05/06/21		05/06/21		28,400.00
				TRAIL EASEMENT FEE-PARCLS 53-4-166 & 53-4-167						
										74,600.00
										168,587.82
0 Printed, totaling										168,587.82

FUND SUMMARY

Fund	Bank Account	Amount	Description
01	01	35,719.48	GENERAL FUND
05	05	426.98	SEWER OPERATING
06	06	57,841.36	REFUSE
08	08	74,600.00	BOND FUNDS (CAPITAL PROJECTS)
		<u>168,587.82</u>	

PERIOD SUMMARY

Period	Amount
2105	168,587.82
	<u>168,587.82</u>

Legend:
 Expenditures Register Spooling to Windows Printers
 Print those ready to pay
 Sorting by vendor
 Printing for GL Period 2105
 Doing a page break
 Creating a CSV File
 MARP05 run by BARBARA 11 : 03 AM

Memorandum

East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

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

Date: 5/6/2021
To: Board of Supervisors
From: Mark Gordon, Zoning Officer *mlg*
Re: ESKE Development LLC / 1302 Wilson Drive / Dimensional Variance Request

Dear Board Members:

The Township has received a Zoning Hearing Board Application from ESKE Development LLC, owner of 1302 Wilson Drive (Ducklings Learning Center). The applicant is requesting a dimensional variance from the rear yard setback requirement for the building located at 1302 Wilson Drive, West Chester, 19380.

BACKGROUND:

The subject property is located in the I-1 Light Industrial district. The property received Conditional Use approval for a Child Daycare Center in 2018 and was developed with a Child Daycare Center in 2019.

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

As you can see from the application and supporting materials, the surveyor misinterpreted the plans resulting in a 3.5 foot error in the placement of the building foundation. This error was discovered when the As-Built drawings were being prepared to close-out the project.

The rear yard setback in the I-1 District is 100 feet. A 3.5 foot variance will continue to provide a rear yard setback of 96.5 feet.

STAFF RECOMMENDATION:

Staff believes that this variance is necessary to document this non-conformity for the historical record for the property. Although the building may be 3.5 feet closer to the property boundary the parking lot consumes most of the rear yard area, which was built as planned and approved. This variance, if granted, will not alter the character of the zoning district, or impair the use or development of adjacent properties nor be detrimental to the public welfare.

The alternative, requiring the building to be modified to meet the rear yard setback requirement would be extremely expensive and provide no measurable benefit at this point.

After consultation with the Township Solicitor and Township Manager, Staff recommends that the Board of Supervisors "Take No Position" on this dimensional variance application. The dimensional

relief sought in this matter should be considered with the legal arguments and specific hardship(s) presented to the Zoning Hearing Board, during the zoning variance hearing.

DRAFT MOTION:

Mr. Chairman, I move that the Board of Supervisors "Take no Position" on the ESKE Development, LLC dimensional variance application for their property at 1302 Wilson Dr.

EAST GOSHEN TOWNSHIP
PLANNING COMMISSION
1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

May 6, 2021

East Goshen Township
Board of Supervisors
1580 Paoli Pike
West Chester, Pa. 19380

**Re: Dimensional Variance Application
1302 Wilson Drive / ESKE Development, LLC**

Dear Board Members:

At their meeting on May 5, 2021, the Planning Commission voted unanimously in favor of the following motion for the dimensional variance application of ESKE Development LLC.

Mr. Chairman, I move that the Planning Commission recommend that the Board of Supervisors "Take no Position" on the ESKE Development, LLC dimensional variance application for their property at 1302 Wilson Dr.

Sincerely,



Mark A. Gordon
Township Zoning Officer

**EAST GOSHEN TOWNSHIP
ZONING HEARING BOARD APPLICATION**

1580 PAOLI PIKE WEST CHESTER, PA 19380-6199
PHONE (610)-692-7171 FAX (610)-692-8950

Name of Applicant: ESKE Development LLC c/o Anthony Diver

Applicant Address: 1390 Birmingham Road
West Chester, PA 19382

Telephone Number: (610) 364-0144 Fax Number: (616) 364-0192

Email Address: ajdiver@tamora.com

Property Address: 1302 Wilson Avenue
West Chester, PA 19380

Tax Parcel Number: 53-3-1.2C Zoning District: I-1 Acreage: 4.00 Acres

Purpose of Application (check one)

- Variance (Type: Use Variance ^[De-mimimus] Dimensional Variance)
 Special Exception
 Appeal determination of the Zoning Officer
 Other _____

Sections of Zoning Ordinance in which relief is sought:

240-19.G. Requirements - Minimum rear yard 100 feet.

Description of the Zoning Relief requested and the future use of the property:

Applicant seeks relief from the rear yard requirement of 100 feet to 96.5 feet. Use of the property is the Ducklings Day Care facility with outdoor play area and 66 parking spaces. The Day Care facility was approved to be a total of 13,815 sq.ft., but was built to 14,540 sq.ft. 440 sq.ft. of the building was constructed within the rear yard setback.

Description of the Hardship:

Applicant is requesting relief under the "De-mimimus" Dimensional Variance Request. During development of the architectural plans, the building was designed with the misinterpretation that the inside line of the rear sidewalk was the building setback line. The building was staked out in the field and constructed. It was not until the as-built survey was performed, the building measured, and the building location was tied into the boundary, that it was discovered it was 3.5 feet over the rear setback line.

We hereby acknowledge that we have read this application and state that the above is correct and agree to comply with all provisions of the East Goshen Township Zoning Ordinance applicable to this project and property.

Signature of Applicant

Date

***Please review the formal application and review procedures on page three.**

EAST GOSHEN TOWNSHIP ZONING HEARING BOARD APPLICATION

1580 PAOLI PIKE WEST CHESTER, PA 19380-6199
PHONE (610)-692-7171 FAX (610)-692-8950

This checklist outlines the steps and items needed to insure completeness of the application and to insure the application follows the process and conforms to the timeframe outlined by the state of Pennsylvania and East Goshen Township. This checklist is broken into two parts, the Application process and the Review Process. The application process must be completed in its entirety prior to the applications advancement into the Review Process.

Applicant Name: ESKE Development LLC

Application Process Checklist (Administration use only):

- | <u>Item</u> | <u>Date Complete</u> |
|---|----------------------|
| 1. Completed Township Application Form: | _____ |
| 2. All related materials submitted: | _____ |
| 3. Township application and review fees paid: | _____ |

Application accepted on _____ by _____

Official Signature _____ Title _____

Review Process Checklist

- | <u>Item</u> | <u>Date</u> |
|---|-------------|
| 1. Start date: | _____ |
| 2. Date of first formal Planning Commission Meeting following complete application: | _____ |
| 3. Date sent to CCPC: | _____ |
| 4. Date sent to Township Engineer: | _____ |
| 5. Date presented to Planning Commission: | _____ |
| 6. Date sent to CB: | _____ |
| 7. Date sent To MA: | _____ |
| 8. Date sent to HC: | _____ |
| 9. Date sent to PRB: | _____ |
| 10. Date sent to TAB: | _____ |
| 11. Date by which the PC must act: | _____ |
| 12. Date by which Board of Supervisors must act: | _____ |
| 13. Drop Dead Date; (Day 60): | _____ |
| 14. Zoning Hearing Date: | _____ |
| 15. Dates of public advertisement:..... & _____ | _____ |

**EAST GOSHEN TOWNSHIP
ZONING HEARING BOARD APPLICATION**

1580 PAOLI PIKE WEST CHESTER, PA 19380-6199
PHONE (610)-692-7171 FAX (610)-692-8950

Procedures for the processing and review of Subdivision, Land Development, Conditional Use, Variance, and Special Exception Applications

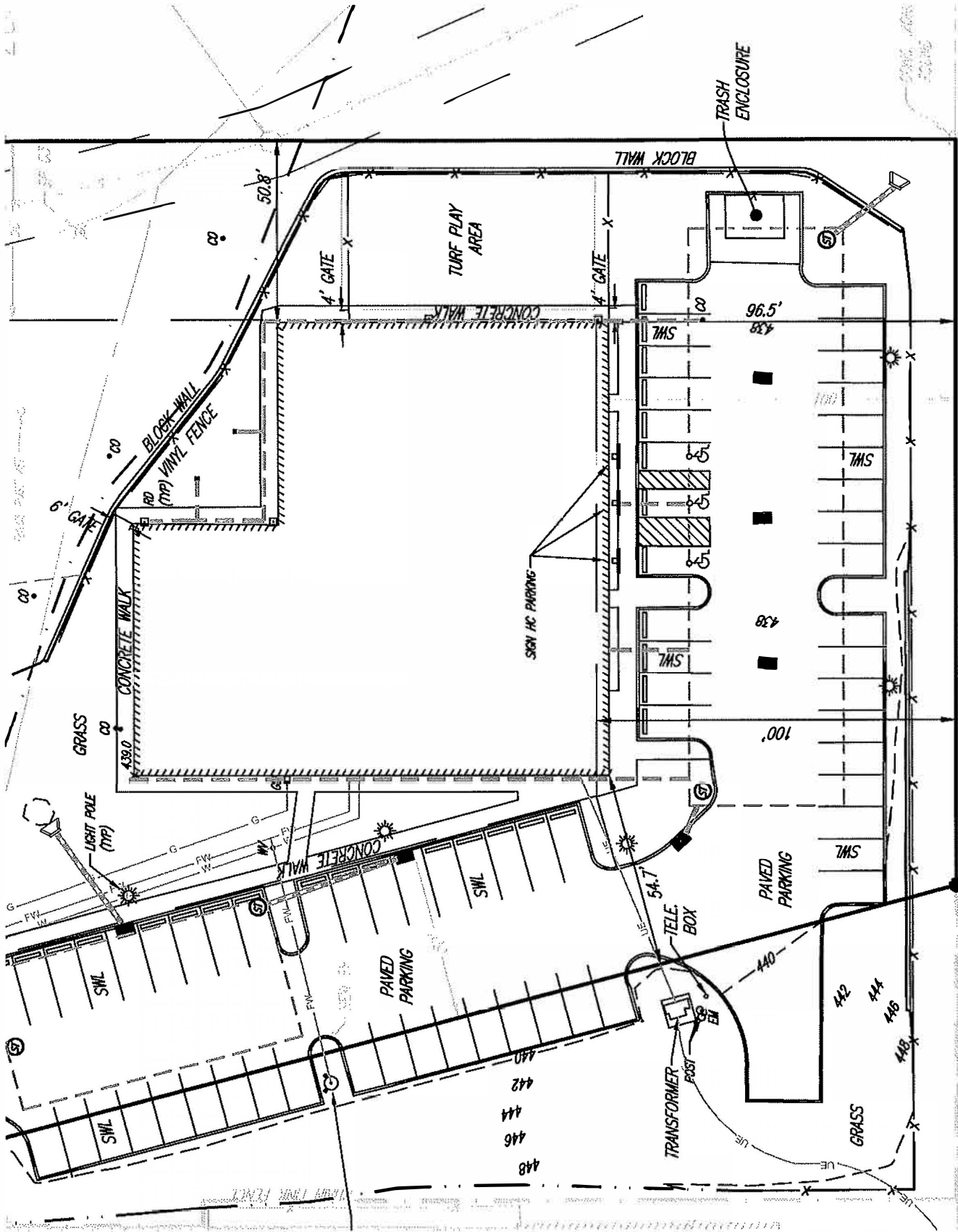
August 19, 2002

2nd Revision: March 2, 2006

1. In order for any application to be considered by the Planning Commission it must be submitted to the Township with all required documentation as per the Township Code and with all applicable fees paid. The Township will use a checklist to verify all required documentation has been submitted. Until the application is complete the application will not be considered "filed" by the Township staff. The Planning Commission will acknowledge receipt of the application at their next regularly scheduled meeting.
2. All materials to be considered at the next regular meeting of the Planning Commission must be submitted with at least eleven (11) copies to the Township Staff by not later than close of business the previous Tuesday. Any materials submitted after that time will be held for the following meeting and not provided to the Commission at the upcoming meeting.
3. The application review cycle for Subdivision and Land Development Applications shall begin with the next regular meeting of the Commission after the complete application is filed. The application review cycle for Conditional Use, Variance, and Special Exception Applications shall begin the day a complete application is filed with the Township.
4. Applicants should not distribute material to the Commission during a meeting unless it is directly related to the initial presentation of the application. All materials for the Planning Commission, including any material to be used at a meeting, must be delivered to the Township Staff not later than close of business the previous Tuesday.
5. The burden of supplying necessary materials to the Planning Commission in a timely manner is on the applicant. Late delivery of material may require an extension on the part of the applicant or a recommendation for denial of the application by the Planning Commission.
6. Formal application presentations to the Planning Commission will only be made at the regular meeting after the complete application is submitted and accepted by the Township staff.
7. The application will remain on the Planning Commission's agenda until such time as the Commission has made its recommendation to the Board of Supervisors and or Zoning Hearing Board.
8. Applicants are encouraged to attend each Planning Commission meeting in order to answer questions or address issues concerning their application.
9. Applications will be voted on only during the regular Planning Commission meetings.
10. The Chairman, in his sole discretion, may waive or modify any of this procedure.

Zoning Hearing Board Procedural Rule for Hearing Continuances: ADOPTED: May 13, 2009

1. The Zoning Hearing Board may grant one application for hearing continuance. Subject to the limited circumstances referenced in paragraph 2 below, the rescheduled hearing shall be held unless the applicant withdraws the application.
2. The continuance after the first one shall only be granted in an extraordinary circumstance.
3. The Zoning Hearing board has the sole discretion whether to grant any continuance.



S56°41'12"W 209.03'

CONCRETE CURB 5/8" REBAR SET

DATA EXTRACTED

FILE: 2003-24
 SHEET 2 OF 2
 DATE: 11/11/03

Memorandum

East Goshen Township

1580 Paoli Pike

West Chester, PA 19380


Voice: 610-692-7171

Fax: 610-692-8950

E-mail: mgordon@eastgoshen.org

Date: 5/6/2021

To: Board of Supervisors

From: Mark Gordon, Zoning Officer 

Re: Albert and Lynn Greto / 331 Springhouse Ln. / Dimensional Variance Request

Dear Board Members,

The Township has received a Zoning Hearing Board Application from Albert and Lynn Greto, owners of 331 Springhouse Ln. The applicant is requesting dimensional variances from the township fence regulations within the Zoning Ordinance; **§240-32.E Fences and Walls**.

BACKGROUND:

The subject property is located in the R-2 Low Density Suburban Residential district. Fences are a permitted accessory use in the R-2 district. The Zoning ordinance regulates the type and height of fences that may be installed on residential properties.

The applicant has replaced an existing 6-foot privacy fence with a new 6-foot privacy fence and new +/- 7.5 foot tall brick pillars. Each pillar is 2 feet X 2 feet X 7.5 feet tall.

Definition:

Fence:

A man-made barrier placed or arranged as a line of demarcation, enclosure or visual barrier that is constructed of wood, chain link metal, vinyl or aluminum and/or plastic inserts. Man-made barriers constructed principally of masonry, concrete, cinder block or similar materials shall be considered a wall. The term "wall" does not regulate engineering retaining walls, which are permitted uses as needed in all districts.

Zoning Ordinance:

§240-32 Accessory Uses

E. Fences and walls.

[Amended 7-16-2002 by Ord. No. 129-O-02]

(1) Fences and walls which are erected in the side or rear yards shall not exceed six feet in height on a residential lot and eight feet in height on any other lot, except tennis court fences, which may not exceed 10 feet in height. Such fences may be solid.

(2) Fences and walls which are erected within the required front yard shall not exceed four feet in height and shall maintain a minimum one to one ratio of open to structural areas (such as a picket-style or split-rail fence).

(3) A fence or wall which is erected along the side street yard which extends to the rear property line shall not exceed four feet in height.

(4) If one side of a fence is more finished or is flatter than the other side of the fence, and the fence faces another abutting dwelling or a street, then such more-finished or flatter side shall face such other dwelling or such street.

[Added 7-1-2008 by Ord. No. 129-D-08]

STAFF RECCOMENDATION:

After consultation with the Township Solicitor and Township Manager, Staff recommends that the Board of Supervisors "Take No Position" on this dimensional variance application. The dimensional relief sought in this matter should be considered with the legal arguments and specific hardship(s) presented to the Zoning Hearing Board, during the zoning variance hearing.

DRAFT MOTION:

Mr. Chairman, I move that the Planning Commission recommend that the Board of Supervisors "Take no Position" on the dimensional variance application of Albert and Lynn Greto, for their property at 331 Springhouse Ln.

**EAST GOSHEN TOWNSHIP
PLANNING COMMISSION**

1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

May 6, 2021

East Goshen Township
Board of Supervisors
1580 Paoli Pike
West Chester, Pa. 19380

**Re: Dimensional Variance Application
331 Springhouse Ln / Albert and Lynn Greto**

Dear Board Members:

At their meeting on May 5, 2021, the Planning Commission voted unanimously in favor of the following motion for the dimensional variance application of Albert and Lynn Greto.

Mr. Chairman, I move that the Planning Commission recommend that the Board of Supervisors "Take no Position" on the Greto's dimensional variance application for their property at 331 Springhouse Ln.

Sincerely,



Mark A. Gordon
Township Zoning Officer

From: [Sue Davis](#)
To: [Mark Gordon](#)
Subject: letter regarding gretos fence appeal
Date: Tuesday, May 4, 2021 1:10:09 PM

Dear Mark

Thank you for the opportunity to write my comments regarding the Greto's request for dimensional relief. Thank you also for sharing it with the three different committees that will be discussing the issue.

In April, I emailed Rick Smith that I intended to put up a fence on my northern property line which is adjacent to the Greto's southern property line. I asked him if I needed a permit and what restrictions, if any, were there regarding type, height etc of fence. No, was the answer to the permit and the restrictions were max 6 feet 25 yards in from right of way. I then asked him if I could "scallop" the sections 6.5 feet at post to 6 feet in the middle back to 6.5 feet at the post. He said **absolutely not, maximum height was 6 feet.**

The height restriction made me question the Greto's fence which is wood planks in between huge brick columns. The brick columns are clearly closer 7.5 to 8 feet and the wood planking is higher than 6 feet. I asked him if there was a process to address the issue and he said yes that the township would write him a letter. He also said the Greto's could appeal it. I assume that is the stage we are in right now with different boards considering the request for dimensional relief of the height requirement.

Very recently, the Greto's began construction on a fence along Strasburg road. The first hole that was dug was literally 1-2 feet from the edge of Strasburg Road. When I drove by it, it was concerning that if a car swerved to the side in would fall in the hole and probably break an axle. I again notified Rick of the hole and its placement. I basically said before the Gretos installed anymore fence, the township should apprise him of the regulations of placement and height, which they did. The initial hole was filled in and construction was moved back the correct distance from Strasburg Rd. There are also cement pillars on the east side of the Gretos property, which obviously is for more fencing. Those soon to be brick columns appear to be more than 6 feet.

I did what any responsible township member would do before I installed a fence. I called to find out the regulations. This is what the Gretos should have done before building the fence and pillars that they built but they did not. **It would not be difficult** to remove 3 courses of bricks to bring them down to 6 feet and to bring the wood part in line at 6 feet. Personally I would not quibble inches with the regard to the wood sections but the towers I feel, should be adjusted to maximum allowed height. Leaving them as they are sets a precedent that the township is not willing to uphold regulations that are clearly in place. It opens the door for others to ask for "forgiveness and not permission".

Finally, there is not a family on Spring House Lane that appreciates the structures on the Gretos property. There is also the issue of the pillars being an attractive nuisance. I have seen children climbing them and jumping off.

Personally, I plan to erect a fence of 6 feet (I wish it could be 8 feet) on the property line between 341 and 331 Spring House Lane. The once manicured field belonging to Tony and

Joan is currently a disaster to behold. Piles of debris, logs, cut wood, cut wood containers with bright white tops, a dumpster, more piles of dirt gravel etc etc and equipment to cut logs that are brought in. I know I am not the only person that finds the look of the field offensive and detrimental to the neighborhood. I personally have never complained and just lived with it but I'm tired of looking at the mess and that is why I have decided to put up a fence. The Gretos' back 2 acres is totally visible from any place on my property. There is not a soul who comes to my house that doesn't inquire about the looks of that area.

Tongue in cheek, if I put in an 8 foot high fence, might I then ask for dimensional relief???

Regards
Sue Davis

--
Sue

**East Goshen Township Zoning Hearing Board Application of
Albert M. Greto and Lynn A. Greto, 331 Spring House Lane, T.P.N. 53-6-31**

SUMMARY OF RELIEF SOUGHT WITH TABLE OF DIMENSIONS

Applicants seek relief from the 6' height restriction that applies to the privacy fence that was repaired/replaced and depicted in Figures 3-24. The finials on the pre-existing privacy fence were no less than 81" above grade. Applicants seek relief up to and not exceeding 82" (when measuring from grade to top of column on the right side, uphill side, of the column) and relief up to and not exceeding 89" (when measuring from grade to the top of the left side, downhill side of the column). The odd numbered Photo IDs are measurements for the right, or uphill, side of the columns and the even numbered Photo IDs are measurements for the left, or downhill, side of the columns. It should be noted that the final measurements may very well be reduced once the ground cover is planted along the fence to reduce the need to trim the grass along the fence line.

See the table on the following page

Photo ID#	Height	Difference from Pre-Existing	Variance
Fig #3	78.50	-2.50	6.50
Fig #4	89.00	8.00	17.00
Fig #5	79.50	-1.50	7.50
Fig #6	82.50	1.50	10.50
Fig #7	78.75	-2.25	6.75
Fig #8	86.00	5.00	14.00
Fig #9	79.00	-2.00	7.00
Fig #10	83.00	2.00	11.00
Fig #11	80.00	-1.00	8.00
Fig #12	84.50	3.50	12.50
Fig #13	80.00	-1.0	8.00
Fig #14	86.50	5.50	14.50
Fig #15	80.75	-0.25	8.75
Fig #16	86.00	5.00	14.00
Fig #17	82.00	1.00	10.00
Fig #18	85.50	4.50	13.50
Fig #19	81.50	0.50	9.50
Fig #20	85.50	4.50	13.50
Fig #21	80.50	-0.50	7.50
Fig #22	88.50	7.50	16.50
Fig #23	80.00	-1.00	8.00

Additionally, Applicants are in the process of constructing a 4' aluminum, black, powder coated fence from the 6' privacy along Spring House Lane to the corner of Spring House Lane and Strasburg Road and from that intersection to the northeast corner of the property, and along the east property line to rear yard where an existing post and rail fence is located and in the process of being repaired/replaced with a post and rail fence made from black locust.

The stock height of the aluminum, black, powder coated fence is 4'. Applicants propose that the top of the block be 4' in height so that the 4' aluminum, black, powder coated fence can be secured thereto. The Pennsylvania stone to cap the proposed brick columns is 2" thick. A dimensional variance of not more than 2 courses of brick above that to which the 4' aluminum, black, powder coated fence is to be secured is requested so the cap clears the 4' aluminum, black, powder coated fence and can be secured to the inner structure of the column.

Applicants are removing several pine trees and some maple and oak trees that are dying or dead along Strasburg Road. The existing post and rail fence in this area is within the right of way for Strasburg Road. The proposed 4' aluminum, black, powder coated fence with brick columns is to be approximately 20' from the fog line of the eastbound lane of travel on Strasburg Road, resulting in a dramatically improved sight line for vehicles exiting Spring House Lane and Applicants' driveway on to Strasburg Road.

In light of the foregoing, Applicants respectfully submit this Summary with Table of Dimensions to the East Goshen Township Zoning Hearing Board Application for a Dimensional Variance, seeking relief from the above referenced Ordinance.

Submitted by: _____
Albert M. Greto

Date: _____

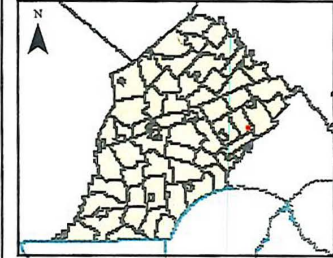
Submitted by: _____
Lynn A. Greto

Date: _____

331 Springhouse Ln



COUNTY OF CHESTER
PENNSYLVANIA



Find UPI Information

PARID: 5304R00380000
 UPI: 53-4R-38
 Owner1: GRETO LYNN A
 Owner2: GRETO ALBERT M
 Mail Address 1: 331 SPRINGHOUSE LA
 Mail Address 2: WEST CHESTER PA
 Mail Address 3:
 ZIP Code: 19380
 Deed Book: 9173
 Deed Page: 2334
 Deed Recorded Date: 9/1/2015
 Legal Desc 1: SE OF E STRASBURG RD & SPR Legal
 Desc 2: 4.2 AC DWG & POOL LOT 23
 Acres: 4.25
 LUC: R-10
 Lot Assessment: \$ 144,540
 Property Assessment: \$ 241,910
 Total Assessment: \$ 386,450
 Assessment Date: 12/18/2020
 Property Address: 331 SPRINGHOUSE LA
 Municipality: EAST GOSHEN
 School District: West Chester Area

Map Created:
Thursday, April 8, 2021

MG

County of Chester

ET Code Dept.



Limitations of Liability and Use:
 County of Chester, Pennsylvania makes no claims to the completeness, accuracy, or content of any data contained herein, and makes no representation of any kind, including, but not limited to, the warranties of merchantability or fitness for a particular use, nor are any such warranties to be implied or inferred with respect to the information or data furnished herein. For information on data sources visit the GIS Services page listed at www.chesco.org/gis.

**EAST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

RESOLUTION 2021-29

**A RESOLUTION ESTABLISHING A CODE OF CONDUCT
FOR TOWNSHIP AUTHORITIES, BOARDS AND
COMMISSIONS**

WHEREAS, the Board of Supervisors has the authority to create various permanent Authorities, Board or Commissions such as the East Goshen Municipal Authority, Planning Commission, Park & Recreation Commission, Conservancy Board, Historical Commission, Zoning Hearing Board, Sustainability Advisory Committee, Futurist Committee, Pipeline Task Force, and Pension Committee, or temporary advisory panels such as the Business Park Task Force, (Collectively “Township ABCs”); and

WHEREAS, the Board of Supervisors appoints members to the Township ABCs; and

WHEREAS, the Board of Supervisors believes it is in the best interest of the Township to have a common Code of Conduct for all of the Township ABCs.

BE IT RESOLVED THAT the Board of Supervisors of East Goshen Township hereby adopts the following Code of Conduct for all Township ABCs.

1. Code of Conduct:

- a. Meetings shall be conducted using parliamentary procedure based on Robert’s Rules of Order.
- b. Chairpersons and members shall be courteous and respectful of other members and guests at all times.
- c. Liaisons are guests and shall be recognized by the Chairperson before speaking.
- d. Only ABC Members shall occupy the dais or conference table.
- e. Discussion prior to any official action shall take place only at public meetings in accordance with the Sunshine Law
- f. No official action can take place unless there is a quorum at a meeting.

2. Responsibilities of Chairperson:

- a. The Chairperson shall be responsible for setting the agenda and conducting all meetings. The Vice-Chairperson shall act as chair in the absence of the Chairperson.
- b. The Chairperson shall be responsible for starting meetings on time.
- c. The Chairperson shall be responsible for the behavior of all in attendance.
- d. The Chairperson shall allow time for public discussion before any official action is taken and at the end of each meeting.

- e. The Chairperson may rearrange the agenda prior to the beginning of the meeting, if deemed appropriate.
- f. The Chairperson and Vice-Chairperson shall be elected at the ABC's annual reorganization meeting, and rotation of chairs every two years is recommended.
- g. The Chairperson may make or second motions.
- h. The Chairperson shall encourage participation of all members.

3. Responsibilities of Members:

- a. Members shall come prepared for all meetings and be on time.
- b. Members shall notify the Chairperson if they are unable to attend a meeting.
- c. Members shall refrain from interrupting or having sidebar conversations while another member or guest is speaking.
- d. Members shall not leave the meeting, unless absolutely necessary, until the meeting is adjourned.
- e. Members shall be current with all Township taxes and fees.

4. Personnel Matters:

- a. Personnel issues shall be directed to the attention of the ABC Chairperson.
- b. Personnel issues shall be discussed only in Executive Sessions and treated as confidential.
- c. The Chairperson shall meet with affected parties individually and/or jointly when deemed appropriate.
- d. The Chairman shall make every effort to reconcile any differences with the respective parties prior to referring the issue to the Chairperson of the Board of Supervisors.

(Signatures on page 3)

RESOLVED AND ADOPTED, this _____ day of _____, 2021.

ATTEST:

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS**

Secretary

**EAST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

RESOLUTION 2021-34A

**A RESOLUTION ESTABLISHING AND CONSOLIDATING
THE VARIOUS FEES AND CHARGES IMPOSED
PURSUANT TO THE CODE OF THE TOWNSHIP**

WHEREAS, the Code of East Goshen Township authorizes the Board of Supervisors to establish various fees and charges by resolution, and:

WHEREAS, the Board of Supervisors believes that it's in the best interests of the Township to consolidate all of the fees and charges into a single resolution.

BE IT RESOLVED THAT the East Goshen Township Board of Supervisors hereby establishes the following fee schedule.

1. Building/Zoning Permit Fees

- a. Residential Dwelling Units - includes all types of residential buildings.
 - i. New Construction - Calculated using the ICC method with a minimum charge of \$200.00.
 - ii. Accessory Buildings - Calculated using the ICC method with a minimum charge of \$200.00.
 - iii. Building Additions - Calculated using the ICC method with a minimum charge of \$200.00.
 - iv. Decks, Patios, Terraces
 1. 150 square feet or smaller - \$150.00
 2. Greater than 150 square feet - \$200.00
 3. Re-decking of surface materials and or replacement of railings or steps - \$100.00
 - v. New and replacement plumbing, HVAC, and sprinkler systems; any other permanent system; re-roofing; and re-siding shall be calculated at 1% of the project cost with a minimum permit fee of \$100.00.
 - vi. Flagpoles - all permit fees shall be waived for the installation of a flagpole on any residential lot.
 - vii. Alarms - New and replacement monitored alarm systems - \$40.00 permit.
 - viii. Zoning Permit – Any project which increases the footprint of a residential structure or adds a structure to the property requires a zoning permit - \$75.00

NOTES:

- All measurements and calculations shall be outside dimensions.
 - The above fee includes the residential building code plan review, all required inspections, Certificate of Occupancy and the Building Energy Act if applicable.
 - The ICC permit fee method and construction costs tables are published in the ICC Building Safety Journal.
 - The Township Permit Fee Multiplier used to calculate the ICC Permit Fee shall be .01.
- b. Non-Residential Buildings - Includes commercial, industrial, and institutional buildings.
- i. New Construction and Additions - Calculated using the ICC method with a minimum charge of \$200.00
 - ii. New plumbing, HVAC, alarm and sprinkler systems shall be calculated @ 1% of the project value with a minimum charge of \$200.00.
 - iii. Replacement plumbing, HVAC, alarm and sprinkler systems; any other permanent systems; re-roofing; and re-siding shall be calculated @ 1% of the project value with a minimum charge of \$200.00.
 - iv. Alterations and fitting out of space - Calculated using the ICC method with a minimum charge of \$200.00
 - v. Flagpoles - All permit fees shall be waived for the installation of a flagpole on any commercial or industrial lot.
 - vi. Zoning Permit – Any project which increases the footprint of a commercial building structure or adds a structure requires a zoning permit - \$250.00

NOTES:

- The above fee includes the commercial building code plan review, all required inspections, Certificate of Occupancy and the Building Energy Act if applicable.
- The Township Permit Fee Multiplier used to calculate the ICC Permit Fee shall be .01.

c. Miscellaneous Categories

i. Swimming Pools

1. In-Ground - \$300.00
2. Above-Ground - \$100.00
3. Jacuzzi or Hot Tub - \$75.00

ii. Demolitions

1. Residential - \$50.00
2. Commercial - Shall be calculated at 1% of estimated cost with a minimum of \$100.00.
- iii. Impervious Surfaces - \$75.00 plus engineering, stormwater management permit and inspection costs: includes new driveways, widening of existing driveways by more than 25%, parking lots, tennis courts, etc. Driveways with new homes excluded.
- iv. Renovations, alterations, structures, and facilities; including but not limited to porch enclosures, satellite dishes, silos and water towers, antenna towers, wind and solar energy systems, and the completion of unfinished areas shall be calculated at 1% of estimated cost with a minimum permit fee of \$100.00.
 1. As per Section 108 of the ICC 2012, if, in the opinion of the building official, the valuation of the permit is under-estimated, the permit will be denied unless detailed estimates can be shown to meet the approval of the building official. The final building valuation will be set by the building official.
- v. Missed Inspections - \$25.00 per occurrence - All missed inspection fees shall be paid prior to the issuance of the Certificate of Occupancy.
- vi. No Permit Fee - Any person who commences work on a building, structure, electrical, gas, mechanical, or plumbing system prior to obtaining the necessary permits shall be subject to a \$200.00 fee for residential and \$300.00 for commercial in addition to the applicable building permit and/or zoning permit fee. The Township in its sole discretion may elect to issue a citation for violation of the applicable building code.
- vii. PA UCC Continuing Education Fee of \$4.50 for every Building Permit Issued.
- d. Zoning Permits. Although a Building Permit is not required for the following structures pursuant to the Uniform Construction Code (Act 45 of 1999), a Zoning Permit is required. The Zoning Permit fee is \$75.00.
 - i. The following structures if the structure has a building area less than 500 square feet and is accessory to a single family detached dwelling.
 1. Carport
 2. Detached Garage
 3. Greenhouse
 4. Sheds
 - ii. An agricultural building as defined under section 103 of the Uniform Construction Code (Act 45 of 1999).
 - iii. Manufactured or industrialized housing pursuant to section 901 of the Uniform Construction Code (Act 45 of 1999)

2. Subdivision and Land Development Fees

- a. Subdivision Review
 - i. 2 lots - \$300.00 per plan
 - ii. 3 or more lots on existing streets - \$350.00 per plan
 - iii. 3 or more lots requiring new streets - \$500.00 per plan
- b. Land Development Review
 - i. Less than 4 Acres - \$300.00 per plan
 - ii. 4 Acres to 24.99 Acres - \$450.00 per plan
 - iii. 25 Acres to 99.99 Acres - \$700.00 per plan
 - iv. 100 Acres or More - \$950.00 per plan
- c. Lot Line and/or Minor Revision Review
 - i. \$200.00 per plan
- d. Additional costs for Subdivision, Land Development and Lot Line and/or Minor Revision Reviews shall be as follows:
 - i. The applicant shall pay the review fees of the professional consultants utilized by the Township during its review of the subdivision or land development application. The applicant shall submit \$2,000.00 to the Township at the time of the submission of the subdivision or land development application. This money shall be placed in an interest bearing account held by the Township and monies shall be disbursed from this account to pay the actual costs of the professional consultants. The Township shall provide the applicant with a breakdown of all monies disbursed from the account. If the account balance goes below \$500.00 the applicant shall deposit additional monies sufficient to bring the account balance back up to \$2,000.00. Upon approval or denial of the land development or subdivision application and payment of the final invoices from the professional consultants the balance of funds in the account plus any interest shall be returned to the applicant.
 - ii. The applicant shall reimburse the Township for the actual cost of all legal, engineering, inspections and materials tests, incurred during construction and up to acceptance, by the Township, of the improvements.
 - iii. The applicants shall pay all Chester County Planning Commission, Chester County Health Department, Department of Environmental Protection, Chester County Soil Conservation District and Penn Dot review fees, and all recording costs.
- e. Inspections
 - i. Township Engineer - prevailing rate
 - ii. Township Engineer Inspector - prevailing rate
 - iii. Township Inspector - prevailing rate

3. **Public Hearings before the Zoning Hearing Board and Board of Supervisors**

- a. The applicant shall deposit with the Township \$550.00 to defray the cost of the following:
 - i. One half ($\frac{1}{2}$) the cost of preparation and publication of "Notice of Public Hearing".
 - ii. Posting of the property by the Township Staff.
 - iii. One half ($\frac{1}{2}$) of the appearance fee of the court reporter.
 - iv. Other miscellaneous administrative charges.
 - v. The cost for mailing a hearing notice letter to all property owners within 1,000 feet of the property.
- b. If the monies paid to the Township pursuant to Section a. are insufficient to insure payment of all costs incurred in the disposition of the application the Township shall require additional deposits in increments of one hundred dollars (\$100.00). The failure of the Township to demand additional deposits from time to time shall not relieve the applicant from liability for all costs, charges, fees and expenses in excess of deposits.
- c. Monies paid which are in excess of the actual costs shall be refunded to the applicant within 30 days of receipt of the written decision.
- d. Referring to b and c above; if the total costs exceed the monies paid by less than \$10.00 there will be no additional charge and conversely, there will be no refunds given for amounts under \$10.00.
- e. Conditional Use Professional Consultants – The applicant shall pay the review fees of the professional consultants utilized by the Township during its review of the conditional use application. The applicant shall submit \$2,000.00 to the Township at the time of the submission of the application for a conditional use. This money shall be placed in an interest bearing account held by the Township and monies shall be disbursed from this account to pay the actual costs of the professional consultants. The Township shall provide the applicant with a breakdown of all monies disbursed from the account. If the account balance goes below \$500.00 the applicant shall deposit additional monies sufficient to bring the account balance back up to \$2,000.00. Upon approval or denial of the conditional use application and payment of the final invoices from the professional consultants the balance of funds in the account plus any interest shall be returned to the applicant.

4. **Sign Permits**

- a. Less than 32 Square Feet - \$50.00
- b. 32 Square Feet or More - \$125.00

5. **Hearings Before the International Code Council Board of Appeals and Stormwater Appeals Board**

- a. There shall be a filing fee of \$100.00.
- b. In addition, the applicant shall deposit with the Township \$400.00 to defray the cost of the following:
 - i. Preparation and mailing of the list and/or labels bearing the names of property owners to be notified.
 - ii. Preparation of the hearing notice and affidavit of certification.
 - iii. Publication of "Notice of Public Hearing".
 - iv. Posting of the property by the Building Inspector.
 - v. One half (½) of the appearance fee of the court reporter.
 - vi. Other miscellaneous administrative charges.
 - vii. The cost for a copy of the transcript if requested by the applicant.
- c. If the monies paid by the applicant pursuant to Section b are insufficient to insure payment of all costs incurred in the disposition of the application, the Township shall require additional deposits in increments of one hundred dollars (\$100.00). The failure of the Township to demand additional deposits from time to time shall not relieve the applicant from liability for all costs, charges, fees and expenses in excess of deposits.
- d. Monies paid which are in excess of the actual costs shall be refunded to the applicant.
- e. Referring to c and d above; if the total costs exceed the monies paid by less than \$10.00 there will be no additional charge and conversely, there will be no refunds given for amounts under \$10.00.

6. **Sewer, Refuse and Real Estate Tax Certification**

- a. Per Sewer Certification - \$5.00. Fee must be paid prior to certification being issued.
- b. Per Refuse Certification - \$5.00. Fee must be paid prior to certification being issued.
- c. Per Real Estate Certification - \$5.00. Fee must be paid prior to certification being issued.

7. **Collection Procedures**

- a. The Township Manager is authorized to collect any monies due and payable to the Township under this resolution in the manner prescribed by law.
- b. Any costs associated with the collection of these fees shall be the responsibility of the applicant and/or property owner as applicable.

8. Returned Checks & ACH Payments

- a. Any check or ACH payment received by the Township pursuant to this resolution or any other ordinance shall be deposited in the authorized Township depository (bank).
- b. All checks or ACH payments returned by the Township depository (bank) to the Township, for insufficient funds or any other reason shall have a letter written to the check writer or ACH payee advising that their check or ACH payment has been returned by the bank and that they should re-issue payment immediately.
- c. The check writer or ACH payee's account shall be updated to indicate that a payment was not made.
- d. Any check or ACH payment that is returned to the Township will result in the imposition of a \$20.00 fee in addition to any fees imposed by the Township depository (bank), both of which shall be applied to the appropriate account.

9. Park Fees

- a. The following fees will be charged to those groups or individuals who reserve a facility for a specific date and time.

NOTES:

- The use of passive parks is limited to passive events only.
 - Each day is divided into three time periods:
 - Morning - 7 am to Noon
 - Afternoon - Noon to 5 pm
 - Evening - 5 pm to Dusk
 - The West Chester Area School District is exempt from all fees.
 - Separate checks shall be provided in the event a deposit is required.
 - Deposit checks will be returned after the facility has been inspected and found to be in good condition.
- i. Pavilion (per event):
 1. 1 to 100 people - \$100.00 rental fee with \$50.00 refundable deposit
 2. Over 100 people - \$200.00 rental fee with \$100.00 refundable deposit
 - ii. Volleyball Courts (cost per court):
 1. \$30.00 per time period
 - iii. Passive Parks (all Township owned open space except for the 55 acre Township Park. Per event):
 1. 1 event - \$50.00 with \$25.00 refundable deposit

- iv. Baseball, Softball, Soccer Fields and Tennis Courts; excluding T-Ball (cost per field/court):
 - 1. 1 field - \$30.00
 - 2. Tennis Courts for approved Leagues - \$30.00 for 3 courts per time period
- v. Tennis Court Keys:
 - 1. Township Residents: - \$30.00 each
 - 2. Non Residents of Township: - \$50.00 each
 - 3. Replacement Key - \$6 each

10. **Copying of Township Records** - the cost for the copying of Township records pursuant to the "Right to Know Law" Act 3 of 2008, as amended, shall be as follows:

- a. Postage - the actual cost of mailing.
- b. Duplication - The fees are based upon the duplication of records maintained and duplicated in black & white on standard 8 ½ by 11 inch paper, 8 ½ x 14 inch paper or 11 x 17 inch paper. All larger records, including but not limited to plans, maps and similar documents are "over-size records" for purposes of the fee schedule.
 - i. Photocopy - \$0.25 per single sided copy
 - ii. Color Photocopy - \$0.35 per single sided copy
 - iii. Facsimile/Microfiche/Other Media – the Township's cost to duplicate the record original media.
 - iv. Conversion of electronic media only records to paper – if a record is only maintained in electronic media the fee shall be the lesser of: \$ 0.25 per page (8½' x 11'), or the Township's cost to duplicate the record in the electronic media.
 - v. Over-size Records - \$4.00 per sheet
 - vi. Over-size Color Records - the Township's cost to duplicate the record.
 - vii. Court Reporter Transcripts – Prior to the decision being "final, binding and nonappealable" - \$2.00 per page.
- c. Certification of a record – \$5.00 per certification.
- d. Use of own copier or photographing a record – A requester may utilize their own copier provided the device is self-powered, (it may not be plugged into a Township power outlet) or camera. Any duplication by the requester must be done with a Township employee present.
- e. Direct access to the Township computer system is prohibited.
- f. No original records may be removed from the Township Building by a requester.
- g. Inspection of Redacted Records. If a requester seeks to inspect rather than receive copies which contain both public and non-public information, the Township shall redact the non-public information. While the Township may not charge the

requester for the redaction itself, the Township will charge the requester for any copies it must make in order to securely redact the record before allowing the requester to view the record.

11. Code Books, Pamphlets and Zoning Maps

- a. Complete Code Book (includes subscription service for amendments for the balance of the calendar year) - \$150.00.
- b. Code Book Subscription Service - \$25.00 per year
- c. Zoning Pamphlet with Zoning Map - \$13.00
- d. Subdivision Pamphlet - \$7.00

12. Re-Sale and Re-Occupancy Inspections

- a. Residential - \$60.00
- b. Non-Residential Building Less than 2,000 square feet-- \$150.00
- c. Non-Residential Building 2,000 square feet-9,999 square feet--\$250.00
- d. Non-Residential Building 10,000 square feet or more-- \$500.00

13. Contractor Registration

- a. \$25.00 - per year

14. Refuse charges pursuant to Section 194-8 of the Township Code

- a. Single Family Residential \$75.00 per quarter
- b. Multi-family Residential \$75.00 per quarter

15. Sewer Charges pursuant to Sections 188-3, 188-4, 188-5 and 188-25 of the Township Code

Fixed Rate per unit

- a. Fixed rate \$32.41 per quarter
- b. Meter reading surcharge \$ 8.00 per quarter

Variable Rate

- a. Variable Rate \$9.13 per 1,000 gallons of water
- b. Variable Rate (East Whiteland) \$6.20 per 1,000 gallons of water

Permits/Inspections

- a. Sewer Laterals \$150.00 per lateral
- b. Water Meter/Measuring Device \$60.00 per meter/measuring device

On-Lot Sewage System Management Fee

The fee of \$10.00 is due and payable when the Township sends out the notice to pump the on-lot system.

16. Stormwater Management submissions pursuant to Ordinance 129-F-2013

- a. Regulated activities that meet the criteria for the Simplified Approach shall be charged an application and plan review fee of \$100.00.
- b. Regulated activities that do not meet the criteria for the Simplified Approach shall reimburse the Township for the actual cost of all engineering, inspections and materials tests, incurred in the review of the plans and calculations, and in the inspection of the improvements during construction. These costs shall be billed at the Township Engineer’s prevailing rate.
- c. Post Construction Maintenance inspections shall be billed at the Township Engineer’s prevailing rate.
- d. The actual cost to record the stormwater agreement and plan.

17. Solicitation Fees

- a. License Fee - (Except for those listed in §169-6) \$28.00
- b. PA State Police Background Check Fee; (all applicants) \$22.00

18. Wireless Telecommunications Carrier Fees

- a. Annual Registration Fee – \$25.00 per location.
- b. Penalty for untimely filing of Annual Report - \$100.00 per location.

19. Alarm fees pursuant to Sections 81-12 and 81-13 of the Township Code

- a. Section 81-12A – False Alarm Fee Schedule.
 - 1. For the first false alarm, per rolling twelve months: a warning will be issued.
 - 2. For the second false alarm, per rolling twelve months: a warning will be issued.
 - 3. For the third through the fourth false alarm in any rolling twelve months: \$100 for each false alarm.
 - 4. For the fifth through the sixth false alarm in any rolling twelve months: \$200 for each false alarm.
 - 5. For the seventh false alarm and for each false alarm thereafter in any rolling twelve months: \$500 for each false alarm.

b. Section 81-13A - False Fire Alarm Fee Schedule.

1. For the first false fire alarm, per rolling twelve months: a warning will be issued.
2. For the second false fire alarm, per rolling twelve months: a warning will be issued.
3. For the third through the fourth false fire alarm in any rolling twelve months: \$500 for each false fire alarm.
4. For the fifth through the sixth false fire alarm in any rolling twelve months: \$1,000 for each false fire alarm.
5. For the seventh false fire alarm and for each false fire alarm thereafter in any rolling twelve months: \$2,000 for each false fire alarm.

20. **Effective Date**

The fees outlined in this resolution shall be effective on May 12, 2021.

RESOLVED AND ADOPTED, this ____ day of _____, 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: May 6, 2021

PA Governor Wolf has announced that as of May 31, all COVID-19 related guidelines will be lifted except for face masking. Face masking will be lifted when 70% of PA residents 18+ are vaccinated. With regards to ABC meetings, the new guideline makes in person, public meetings a viable option with general public attendance.

Important notes:

- The Board Room (125) and Program Room (34) can function at full capacity.
- For BOS meetings, Supervisors can still attend remotely so long as they can fully participate.
- All in person attendees would be required to wear facemasks.
 - Vaccinated persons standing more than 6' from others could be maskless per April 27, 2021 update.
- Public Works would continue its daily sanitation schedule.
- Hand sanitizer and hand washing would be available; bathrooms open for use.

Solicitor Input:

No Solicitor input as of May 6, 2021, awaiting formal Order update from Gov. Wolf's office.

Public meetings roll out options:

- a) Begin all ABC meetings in person as of June 1, 2021 in the Township Building.
- b) Begin ABC meetings in person as of June 1, 2021; allow each ABC flexibility to remain on Zoom (agenda dependent).

FYI

To: Township Board of Supervisors

From: Department of Parks and Recreation

Re: Summer programming updates



Department Director Jason Lang will chair the 75th Anniversary PRPS Conference at the Kalahari Resorts scheduled for March 21-24, 2022. He also recently was the End-note speaker at this past March PRPS conference.

The Chester County Concert Band has graciously offered to host a free concert in the park for East Goshen township residents. This is in appreciation for allowing the band to use our park stage area so they could socially distance and continue to practice in 2020. The date will be Sunday, July 11.



SunCenter Studios will be sponsoring the 2021 SE PA Teen Filmmakers Showcase. The Creed franchise and various M. Night Shyamalan movies have been filmed on their studio lot. They will also allow our teens to visit the studio lot in August during live filming.

EGT Parks and Recreation has been named a 2021 National Recreation and Park Assoc. Gold Medal Finalist for a third year in a row and will compete against other communities in Nashville this Sept. Hopefully the third times the charm!

EGTPR will be partnering with the Chester County Art Association to host the Chester County Art Walk along the Paoli Pike Trail. The event will include 30+ artists, food and music and partnerships with groups/businesses (Patelmo's, Goshen Friends School etc). Scheduled for Saturday, Sept 18 from 10a-2p.



The food truck festival has been moved to October and rebranded as an OktoberFEST. Largely the same event, just with an Oktoberfest feel. German food, but something for everyone. Polkadelphia will be the headliners, who play classic polka plus polka versions of classic rock n roll. Locust Lane Brewery will produce a custom "Blacksmith Shop" labeled option for the event, similar to what they do for Sugartown. Date set for October 16.

Memorandum

East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

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

Date: 5/6/2021
To: Board of Supervisors
From: Mark Gordon, Township Zoning Officer *mlg*
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. 1448 Patterson Ln.

Staff Recommendation:

Staff has reviewed this project 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 agreement for:

1. 1448 Patterson Ln.

Memorandum

East Goshen Township
1580 Paoli Pike
West Chester, PA 19380
Voice: 610-692-7171
Fax: 610-692-8950
E-mail: mgordon@eastgoshen.org

Date: 5/6/2021
To: Board of Supervisors
From: Mark Gordon, Township Zoning Officer 
Re: **Paoli Pike Trail Seg. B Joint Permit Application**
State Historic Preservation Office (SHPO) / Phase 1 Archeological Survey

Dear Board Members,
McMahon Associates advised us this week that the Joint Permit submission for the project must include a Phase 1 Archeological survey. As part of the review process, the PA SHPO is requiring this additional study to be included with the final Joint Permit Application to DEP. This study was not anticipated or included in the original McMahon contract for engineering services.

This survey requires McMahon's sub consultant (Lotus Environmental) to conduct research of the project area, perform shovel test excavations, conduct analysis of the shovel excavations, and produce a report to submit with the Joint Permit Application.

A full description of the scope of work and a proposal to conduct the archeology investigation is enclosed for your review. **The cost proposal for the Phase 1 Archeological Survey is \$17,400.**



May 6, 2021

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

RE: **Proposal for Engineering Services – Supplement No. 3**
Paoli Pike Trail – Segments A and B
East Goshen Township, Chester County, PA
McMahon Project No. 816417.20

Dear Mr. Smith:

McMahon Associates, Inc. (McMahon) is pleased to provide this proposal to perform supplemental engineering services for work associated with the Paoli Pike Trail Project. Segment B will require the submission of a Joint Permit Application for review by the PADEP and U.S. Army Corps of Engineers. The application process requires the applicant (Township) to submit a project review form to the Pennsylvania State Historic Preservation Office (SHPO) for review and concurrence that the project has no impacts to above ground structures and archaeological resources. Based on their review letter dated April 16, 2021, it is their opinion that a Phase I Archaeological Survey should be conducted to locate potentially significant resources based on their concern with the existing topographic setting (farmland), soil type and slope and proximity to water. Please note that this initial coordination was completed under our current contract. The Phase I Archaeological Survey will need to be completed and reviewed for approval by the SHPO prior receiving final approval for the Joint Permit. The additional services include our subconsultant to complete the Phase I Archaeological Survey in accordance with the following scope of services:

Scope of Services

Task 1 – Archaeological Investigations

Lotus will conduct archaeological investigations for the project. The archaeological investigations will be conducted in accordance with Section 106 of the National Historic Preservation Act (NHPA) of 1966, as amended, and the implementing regulations developed by the Advisory Council on Historic Preservation (36 CFR 800), as amended. The studies will follow the requirements set forth in the Pennsylvania Historical and Museum Commission's (PHMC) Pennsylvania State Historic Preservations Office (SHPO): Guidelines for Archaeological Investigations (2017). State involvement for permitting will be addressed under the authority of the Environmental Rights amendment, Article 1, Section 27 of the Pennsylvania Constitution and the Pennsylvania History Code, 37 Pa. Cons. Stat. Section 500 et seq. (1988).

Coordination: Lotus will coordinate with the SHPO to delineate the Area of Potential Effects (APE) and appropriate levels of investigation and documentation for the project.

Background Research: Lotus will review the Pennsylvania Historical and Museum Commissions (PHMC) PA-Share database to research previously identified archaeological sites and historic structures located within the project area. Lotus will also conduct background research on the environmental setting, previous research, and the prehistory and history of the project area to provide a context within which archaeological resources can be assessed.

Shovel Test Excavation: It is anticipated that the field effort necessary to identify archaeological resources will consist of the subsurface excavation of a series of STPs within undisturbed portions of the APE for this project. STPs will measure 0.57-meter (22 inches) in diameter and will be excavated to culturally sterile subsoil horizons or 0.75-meter, whichever is shallower. Excavated soils will be screened through 0.25-inch hardware cloth. Where feasible, STPs will be excavated by stratigraphic level, and recovered artifacts will be collected separately by provenience. Upon completion of the archaeological investigations, STPs will be backfilled to their original grade. It is assumed that a maximum number of 60 STPs will be excavated. STPs will be excavated to a depth not to exceed 0.75 meters below ground surface. At this time, it is not anticipated that deep testing and/or geomorphological analysis will be necessary.

Laboratory Analysis: Lotus will perform analysis and curation of artifacts and cultural materials if any are recovered during the archaeological survey. It is assumed that a maximum number of 100 artifacts will be recovered during the Phase I investigation. Artifact analysis will focus on characterizing the age, type, and function of the material. Cultural material will be prepared for curation in accordance with SHPO guidelines.

Report Production: If no archaeological sites are identified, Lotus will prepare a **Phase I Archaeological Investigations Negative Survey Form** in accordance with the PHMC SHPO standards and guidelines. If an archaeological site(s) is identified, Lotus will prepare a complete **Phase I Archaeological Survey Report**. The report will include a context, an environmental setting, a description of the background research, fieldwork, and analyses conducted for the survey (including appropriate supporting maps, photographs, tables, and a bibliography) as appropriate. The report will also present specific recommendations for avoidance, minimization of effects, or recommendations for further investigation of these resources.

The draft report will be submitted to the Township for review and comment. Lotus will address the comments and submit the revised report to the Township for submission to the PA SHPO. Lotus assumes two rounds of revision: one to address the Township comments and one to address SHPO or CP comments. Lotus does not anticipate consulting party coordination for the archaeological investigations. ***Additional archaeological studies (Phase II and III) are not included in this proposal. The need for these additional studies will depend on the Phase I findings and SHPO's review. The additional studies will be completed under a supplemental proposal as authorized by the Township.***

Schedule

We are prepared to initiate the field work within 2-3 weeks after the receipt of written authorization to proceed and permission from the Hick's property. The field work will be completed in 5 days, preparation of the report will be completed within 3 weeks and the SHPO review will take 30 days.

Fee

Based on the scope of services described above, the fee for the above tasks is as follows:

Task 1 – Archaeological Investigations	\$ 17,400
TOTAL	\$ 17,400

This fee includes out-of-pocket expenses, including reproduction, plotting, graphics, and reimbursement of personal automobile usage. The services to be performed pursuant to this agreement are strictly limited to those expressly set forth herein. No additional services will be provided unless requested and agreed to in writing. Supplemental services not specifically described above, including but not limited to, additional topographic survey, Phase II and III studies, engineering design and plans related to any required mitigation work associated with the archaeological findings, additional meetings, are not included in the scope of this proposal, but will be provided, as necessary and as authorized under a separate work order. Please refer to our agreed upon Provisions for Professional Services.

TERMINATION

This agreement may be terminated by the authorized representative effective immediately on receipt of written notice. Payment will be due for services rendered through the date written notice is received.

BINDING STATUS

The client and McMahon Associates, Inc. bind themselves, their partners, successors, assigns, heirs, and/or legal representatives to the other party to the Agreement, and to the partners, successors, assigns and legal representatives of such other party with respect to all covenants of the proposal. If this Agreement is between McMahon Associates, Inc., and a Limited Liability Corporation, i.e., LLC, or Other business, than that addressed in this Proposal, another “binding” business, or personal business must be assigned, and indicated below, to guarantee the payment for the services rendered, herein. In addition, we would require the name and Owner of the subject project property. If the provided information cannot be verified by McMahon Associates, Inc., work will not commence on your project until verification is satisfied.

TERMS AND CONDITIONS

The conditions of this agreement call for the signed execution of this contract with the understanding that **invoices for services will be submitted monthly and are payable within 30 days of issuance.** All invoices not paid within 30 days are subject to a 1.5% monthly interest charge, and all projects with overdue balances exceeding 60 days will be subject to a stoppage of work. Any changes in the specific work program described above will result in an adjustment of the conditions and fees. This agreement (and Exhibits, if any) hereto sets forth the entire understanding between the parties with respect to the subject matter hereof, supersedes any and all prior understandings, whether written or oral with respect to the subject matter hereof and may not be altered, modified, changed, amended or waived in any manner, except in a writing signed by all of the parties hereto. The fee quoted is valid for a period of 90 days from the date of this proposal. If the terms of this contract, as contained herein, and in the attached *Standard Provisions for Professional Services* are agreeable to you, please execute both

copies of the agreement in the space provided and return one signed copy to our office. If you should have any questions, or require further information, please feel free to contact me at (610) 594-9995, ext. 5129. We appreciate the opportunity to submit a proposal on this project and look forward to working with you on this important engagement.

Sincerely,



Stephen C. Giampaolo, P.E.
Regional Highway Design Service Leader

Accepted for East Goshen Township:

If signing for an LLC, LP, or other Business, you must have binding authority to make payments to McMahon Associates, Inc., or Assign an alternate business. The Project Property Address must be listed below. If adequate information is not provided, and/or cannot be verified by McMahon Associates, Inc., work will not commence on your project.

By: _____
(Signature of Authorized Representative)

(Printed Name of Authorized Representative)

Title: _____

Date: _____

Please provide your Accounts Payable contact information & Project Property Address:

Name: _____

Business Phone Number and Cell Phone Number:

Project Property Address: _____

E-mail Address: _____

In the space below, please provide any details, including the date invoices are due each month for prompt payment, or other pertinent instructions:

ATTESTATION ENGAGEMENT

Township of East Goshen

Chester County, Pennsylvania

15-208

Liquid Fuels Tax Fund

For the Period

January 1, 2019 to December 31, 2019

May 2021



Commonwealth of Pennsylvania
Department of the Auditor General

Timothy L. DeFoor • Auditor General



Commonwealth of Pennsylvania
Department of the Auditor General
Harrisburg, PA 17120-0018
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Twitter: @PAAuditorGen
www.PaAuditor.gov

TIMOTHY L. DEFOOR
AUDITOR GENERAL

Independent Auditor's Report

Yassmin Gramian, P.E.
Acting Secretary
Department of Transportation
Harrisburg, PA 17120

We examined the accompanying Form MS-965 With Adjustments for the Liquid Fuels Tax Fund of the Township of East Goshen, Chester County, for the period January 1, 2019 to December 31, 2019. The municipality's management is responsible for presenting the Form MS-965 in accordance with the criteria described in the Background section of this report and the Department of Transportation's *Publication 9*. Our responsibility is to express an opinion on the Form MS-965 With Adjustments based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Form MS-965 is presented in accordance with the criteria described above, in all material respects. An examination involves performing procedures to obtain evidence about the Form MS-965. The nature, timing and extent of the procedures selected depend on our judgement, including an assessment of the risks of material misstatement of the Form MS-965, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

We are mandated by Section 403 of *The Fiscal Code*, 72 P.S. § 403, to audit each municipality's Liquid Fuels Tax Fund to ensure that funds received are expended in accordance with applicable laws and regulations. *Government Auditing Standards* issued by the Comptroller General of the United States include attestation engagements as a separate type of audit. An attestation engagement performed pursuant to *Government Auditing Standards* involves additional standards that exceed the standards provided by the American Institute of Certified Public Accountants. Accordingly, this attestation engagement complies with both *Government Auditing Standards* and Section 403 of *The Fiscal Code*.

Independent Auditor's Report (Continued)

As described in the Auditor Description Of Select Transactions section of this report, the adjustments included on the Form MS-965 With Adjustments are made by the Department of the Auditor General.

In our opinion, the Form MS-965 With Adjustments presents, in all material respects, the information required by the Pennsylvania Department of Transportation for the Liquid Fuels Tax Fund of the Township of East Goshen, Chester County, for the period January 1, 2019 to December 31, 2019, in accordance with the criteria described in the Background section of this report and the Department of Transportation's *Publication 9*.

In accordance with *Government Auditing Standards*, we are required to report all deficiencies that are considered to be significant deficiencies or material weaknesses in internal control; fraud and noncompliance with provisions of laws or regulations that have a material effect on the Form MS-965; and any other instances that warrant the attention of those charged with governance; noncompliance with provisions of contracts or grant agreements, and abuse that has a material effect on the Form MS-965. We are also required to obtain and report the views of responsible officials concerning the findings, conclusions, and recommendations, as well as any planned corrective actions. We performed our examination to express an opinion on whether the Form MS-965 is presented in accordance with the criteria described above and not for the purpose of expressing an opinion on internal control over reporting on the Form MS-965 or on compliance and other matters; accordingly, we express no such opinions.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Form MS-965 will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

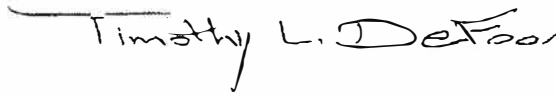
Our consideration of internal control over reporting on the Form MS-965 was for the limited purpose of expressing an opinion on whether the Form MS-965 is presented in accordance with the criteria described above and would not necessarily identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our engagement we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Independent Auditor's Report (Continued)

As part of obtaining reasonable assurance about whether the Form MS-965 is free from material misstatement, we performed tests of the Township of East Goshen, Chester County's compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of amounts on the Form MS-965. However, providing an opinion on compliance with those provisions was not an objective of our engagement, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

The purpose of this report is to determine whether the municipality's Liquid Fuels Tax Fund money is spent in accordance with the laws and regulations identified in the Background section of this report and the Department of Transportation's *Publication 9*. This report is not suitable for any other purpose.

We appreciate the courtesy extended by the Township of East Goshen, Chester County, to us during the course of our examination. If you have any questions, please feel free to contact the Bureau of County Audits at 717-787-1363.



Timothy L. DeFoor
Auditor General

April 27, 2021

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TOWNSHIP OF EAST GOSHEN
CHESTER COUNTY
LIQUID FUELS TAX FUND
BACKGROUND
FOR THE PERIOD
JANUARY 1, 2019 TO DECEMBER 31, 2019

Background

The Liquid Fuels Tax Municipal Allocation Law, Act 655 of 1956, as amended, (72 P.S. § 2615.5 et seq.), provides municipalities other than counties (townships, boroughs, cities, towns, home rule, and optional plan governments) with an annual allocation of liquid fuels taxes from the state's Motor License Fund to be used for the maintenance and repair of streets, roads, and bridges for which the municipality is responsible. The allocation of these funds to municipalities is based: (1) 50 percent on the municipality's proportion of local road mileage to the total local road mileage in the state, and (2) 50 percent on the proportion of a municipality's population to the total population in the state.

The Vehicle Code, Title 75 P.S. § 9511, provides municipalities with annual maintenance payments to be received from the Motor License Fund for functionally local highways that were transferred to a municipality from the Commonwealth of Pennsylvania.

Each municipality must deposit the allocation of Liquid Fuels Tax funds and annual maintenance payments that it receives into a special fund called either the Municipal Liquid Fuels Tax Fund or State Fund. A municipality may not deposit any other monies into this fund except when the municipality does not have enough money in the special fund to meet the payments called for by its current annual budget for road and bridge purposes. In such a case, the municipality may borrow money or transfer money from its General Fund to its Liquid Fuels Tax Fund.

The Department of Transportation has been given the regulatory authority for the administration of these funds. Department of Transportation's *Publication 9* includes the policies and procedures for the administration of Act 655, as amended, and the Liquid Fuels Tax Fund money. However, if there is a difference between *Publication 9* and any legislation, the legislation shall govern.

To qualify for the annual allocation of Liquid Fuels Tax funds, *Publication 9* indicates that each municipality shall:

1. Submit annual reports (MS-965, Actual Use Report, MS-965P, Project and Miscellaneous Receipts, and MS-965S, Record of Checks).
2. Make deposits and payments or expenditures in compliance with Act 655 of 1956, as amended. Failure to do so may result in not receiving allocations from PennDOT until all discrepancies are resolved. *Publication 9*, Section 2.6, includes information about investing Liquid Fuels Tax monies, using loan or bond proceeds, and types of receipts into the Liquid Fuels Tax Fund.

TOWNSHIP OF EAST GOSHEN
 CHESTER COUNTY
 LIQUID FUELS TAX FUND
 BACKGROUND
 FOR THE PERIOD
 JANUARY 1, 2019 TO DECEMBER 31, 2019

Background (Continued)

3. Submit the Pennsylvania Department of Community and Economic Development's (DCEd) Report of Elected and Appointed Officials by January 31st and the Survey of Financial Condition By March 15th.
4. Ensure resolution of all Contractor Responsibility Program (CRP) holds and blocks imposed by the Department of Revenue and the Department of Labor and Industry.
5. Ensure resolution of all reimbursements required as a result of audits performed by the Department of the Auditor General or monitoring reviews performed by the Department of Transportation's Financial Consultants.

Criteria

The criteria for the Form MS-965 With Adjustment are described below.

Section 1 of Form MS-965 With Adjustments provides a summary of Liquid Fuels Tax Fund expenditures by category. Categories requiring explanation include:

- Major equipment purchases are purchases of road machinery and road equipment with varying yearly costs in excess of the amounts indicated below:

2017	2018	2019	2020
\$10,700.00	\$10,900.00	\$11,100.00	\$11,300.00

- Minor equipment purchases are purchases of road machinery and road equipment with varying yearly costs that are less than or equal to the amounts indicated below:

2017	2018	2019	2020
\$10,700.00	\$10,900.00	\$11,100.00	\$11,300.00

- Agility projects are exchanges of services with the Department of Transportation.

TOWNSHIP OF EAST GOSHEN
CHESTER COUNTY
LIQUID FUELS TAX FUND
BACKGROUND
FOR THE PERIOD
JANUARY 1, 2019 TO DECEMBER 31, 2019

Background (Continued)

Section 2 of Form MS-965 With Adjustments provides information on the fund balance. Categories requiring explanation include:

- The state allocation is available from the Department of Transportation in March of each year. The amount the municipality receives is based half on its population and half on its road mileage.
- Municipalities that transferred roads from the Commonwealth of Pennsylvania to the municipality through the Highway Transfer Program receive annual turnback allocations in March of each year from the Department of Transportation. Turnback allocations are based on the mileage of the roads transferred.
- Expenditures include the total transferred from Section 1.

Section 3 of Form MS-965 With Adjustments determines if the municipality expended Liquid Fuels Tax Fund money in excess of the permissible amount for equipment and the balance that the municipality may carry forward for the purchase of equipment to the subsequent year.

Department of Transportation *Publication 9* requires that the amount expended for equipment purchases in a given year not exceed the sum of the equipment balance carried forward from the previous year and 20 percent of the current year's Liquid Fuels Tax Fund allocation and, if applicable, 20 percent of the turnback allocation plus other Department of Transportation approved adjustments.

If the municipality spent in excess of the amount listed on Line 4, the excess must be reimbursed to the Liquid Fuels Tax Fund.

The equipment balance to be carried forward for the subsequent year is the lesser of the amount on Line 6 or the ending fund balance on Line 6 of Section 2, but not less than zero.

TOWNSHIP OF EAST GOSHEN
CHESTER COUNTY
LIQUID FUELS TAX FUND
BACKGROUND
FOR THE PERIOD
JANUARY 1, 2019 TO DECEMBER 31, 2019

Background (Continued)

Basis of Presentation

The financial activities of the municipality are accounted for in separate funds. The Liquid Fuels Tax Fund is used to account for state aid revenues from the Pennsylvania Department of Transportation used primarily for building and improving local roads and bridges. The Form MS-965 has been prepared in accordance with reporting requirements prescribed by the Pennsylvania Department of Transportation as a result of the Fuels Tax Act 655, dated 1956 and as amended, which does not constitute a complete presentation of the entity's assets, liabilities, expenses, and fund balance. Accordingly, the presentation of Form MS-965 With Adjustments is restricted to the Liquid Fuels Tax Fund, which represents a segment of the entity.

Basis Of Accounting

The accompanying Form MS-965 With Adjustments is prepared in accordance with reporting requirements prescribed by the Pennsylvania Department of Transportation. Under this method, revenues are recognized when received and expenditures are recorded when paid.

General Fixed Assets

General fixed assets are recognized as expenditures at the time of purchase. No depreciation has been provided on the heavy equipment used to maintain and repair roads and bridges.

TOWNSHIP OF EAST GOSHEN
 CHESTER COUNTY
 LIQUID FUELS TAX FUND
 2019 FORM MS-965 – SECTION 1
 WITH ADJUSTMENTS

<u>Expenditure Summary</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
Minor equipment purchases	\$ -	\$ -	\$ -
Computer/Computer related training	-	-	-
Major equipment purchases	-	-	-
Agility projects	-	-	-
Cleaning streets and gutters	-	-	-
Winter maintenance services	105,454.64	(12,267.09)	93,187.55
Traffic control devices	36,804.44	-	36,804.44
Street lighting	-	-	-
Storm sewers and drains	36,247.80	-	36,247.80
Repairs of tools and machinery	-	12,267.09	12,267.09
Maintenance and repair of roads and bridges	77,714.11	-	77,714.11
Highway construction and rebuilding projects	321,262.60	-	321,262.60
Miscellaneous (Bank Fee)	-	403.18	403.18
 Total (To Section 2, Line 5)	 <u>\$ 577,483.59</u>	 <u>\$ 403.18</u>	 <u>\$ 577,886.77</u>

TOWNSHIP OF EAST GOSHEN
 CHESTER COUNTY
 LIQUID FUELS TAX FUND
 2019 FORM MS-965 – SECTION 2
 WITH ADJUSTMENTS

<u>Fund Balance</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
1. Balance, January 1, 2019	\$ 1,771.28	\$ -	\$ 1,771.28
Receipts:			
2. State allocation	562,686.57	-	562,686.57
2a. Turnback allocation	2,320.00	-	2,320.00
2b. Interest on investments	11,854.03	403.18	12,257.21
2c. Miscellaneous	-	-	-
3. Total receipts	<u>576,860.60</u>	<u>403.18</u>	<u>577,263.78</u>
4. Total funds available	<u>578,631.88</u>	<u>403.18</u>	<u>579,035.06</u>
5. Expenditures (Section 1)	<u>577,483.59</u>	<u>403.18</u>	<u>577,886.77</u>
6. Balance, December 31, 2019	<u>\$ 1,148.29</u>	<u>\$ -</u>	<u>\$ 1,148.29</u>

TOWNSHIP OF EAST GOSHEN
 CHESTER COUNTY
 LIQUID FUELS TAX FUND
 2019 FORM MS-965 – SECTION 3
 WITH ADJUSTMENTS

<u>Equipment Balance</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
1. Prior year equipment balance	\$ 1,771.28	\$ -	\$ 1,771.28
2. Add: Current year equipment allocation (20% of Lines 2 + 2a, Section 2)	113,001.31	-	113,001.31
3. PENNDOT approved adjustments	-	-	-
4. Total funds available for equipment acquisition	114,772.59	-	114,772.59
5. Less: Major equipment expenditures	-	-	-
6. Remainder	<u>114,772.59</u>	<u>-</u>	<u>114,772.59</u>
7. Equipment balance available for subsequent year (Lesser of Line 6 or Section 2 balance, but not less than zero)	<u>\$ 1,148.29</u>	<u>\$ -</u>	<u>\$ 1,148.29</u>

TOWNSHIP OF EAST GOSHEN
CHESTER COUNTY
LIQUID FUELS TAX FUND
AUDITOR DESCRIPTION OF SELECT TRANSACTIONS
FOR THE PERIOD
JANUARY 1, 2019 TO DECEMBER 31, 2019

The following information relates to certain types of transactions for which the Pennsylvania Department of Transportation requested that we provide additional detail.

Adjustments

Section 1

Adjustments were made to “Winter maintenance services” and “Repairs of tools and machinery” because expenditures of \$12,267.09 were misclassified.

An adjustment of \$403.18 was made to “Miscellaneous” because these expenditures were not reported.

Section 2

An adjustment of \$403.18 was made to “Interest on investments” because interest earnings were understated.

Miscellaneous Expenditures

During the examination period, the municipality expended \$403.18 for bank service fees.

TOWNSHIP OF EAST GOSHEN
CHESTER COUNTY
LIQUID FUELS TAX FUND
SUMMARY OF EXIT CONFERENCE
FOR THE PERIOD
JANUARY 1, 2019 TO DECEMBER 31, 2019

An exit conference was held January 21, 2021. Those participating were:

TOWNSHIP OF EAST GOSHEN

Ms. Chris Boylan, Interim Finance Director

DEPARTMENT OF THE AUDITOR GENERAL

Mr. Vince Gillen, Auditor

The results of the examination were presented and discussed in their entirety.

TOWNSHIP OF EAST GOSHEN
CHESTER COUNTY
LIQUID FUELS TAX FUND
REPORT DISTRIBUTION
FOR THE PERIOD
JANUARY 1, 2019 TO DECEMBER 31, 2019

This report was initially distributed to:

Yassmin Gramian, P.E.
Acting Secretary
Department of Transportation

Township of East Goshen
Chester County
1580 Paoli Pike
West Chester, PA 19380

The Honorable David Shuey
Chairman of the Board of Supervisors

Ms. Chris Boylan
Interim Finance Director

This report is a matter of public record and is available online at www.PaAuditor.gov. Media questions about the report can be directed to the Pennsylvania Department of the Auditor General, Office of Communications, 229 Finance Building, Harrisburg, PA 17120; via email to: news@PaAuditor.gov.

Chris Boylan

From: Dept of the Auditor General Bureau of County Audits
<Dept_of_the_Auditor_General_Bureau_of_County_Audits@paauditor.gov>
Sent: Friday, May 7, 2021 11:01 AM
To: Chris Boylan; David Shuey
Subject: Township of East Goshen, Chester County-Released Liquid Fuels Audit (B82#)
Attachments: ChesterEastGoshenTwp19.pdf

Dear Chairman Shuey and Ms. Boylan:

Attached is a copy of the examination report of the Liquid Fuels Tax Fund of the Township of East Goshen, Chester County, for the period January 1, 2019 to December 31, 2019.

Any questions or comments concerning this report should be directed to this office by email at AGCounty@PaAuditor.gov or by phone at 717-787-1363.

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