

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
TUESDAY, August 17, 2021
FINAL MINUTES**

Note: This meeting was held in person at the East Goshen Township Board Room.

Present: Chairman David Shuey; Vice-Chairman Mike Lynch; Members: John Hertzog, Michele Truitt; Township Manager Derek Davis; Finance Director Dave Ware; Senior Staff Accountant Chris Boylan; Erich Meyer (Conservancy Board); Christina Morley (Pipeline Task Force); Cody Bright (Friends of East Goshen); Phil Mayer (Municipal Authority).

Call to Order & Pledge of Allegiance

David Shuey called the meeting to order at 7:00 p.m. David led the Pledge of Allegiance. Michele Truitt asked for a moment of silence for the first responders military and Afghani neighbors. David announced that the meeting is being recorded and livestreamed on YouTube.

Chairman's Report

David announced:

- a. The Board met in Executive Session on Thursday, August 12 to discuss legal matters.
- b. East Goshen Community Day is Saturday, August 28 at 4:00 PM with a rain date of Sunday, August 29.
- c. In addition to the regularly scheduled board meetings of September 7 and September 21, the Board will also meet on Tuesday, September 14 and Tuesday, September 28 for Budget Workshops. These meetings are also scheduled to be in person.

Public Hearing - None

Emergency Services Reports

- a. WEGO – Chief Brenda Bernot mentioned Chester County Highway Safety grant was awarded and will be used to address pedestrian safety and enforcement along Paoli Pike Trail. Chief reviewed statistics regarding calls in East Goshen Township. Current calls are higher than in the peak of the pandemic. Chief asked the Board to reconsider not filling the vacant positions.

Dialogue transpired between Board of Supervisors and Chief regarding current staffing situation and response to calls.

David commended the staff and Chief on implementation on CODY.

Michele received phone call from a Summit House resident who was almost hit at 5am by newspaper delivery driver. Chief will address through a patrol check.

- b. Derek Davis presented the Goshen Fire Co – July 2021 Report, Malvern Fire Co – July 2021 Report, and Good Fellowship – July 2021 Report

- c. Fire Marshal –Derek Davis, on behalf of Carmen Battavio, mentioned the noxious fumes and burning issue in Milltown area. Carmen is keeping an eye on this.

Financial Report

Dave Ware presented the July 2021 financial report. Dave explained timing differences causing increased positive variance, along with increased real estate transactions revenue.

Approval of Minutes

Michele made a motion to approve the minutes of August 3, 2021. John seconded.

Motion carried 4-0.

Approval of Treasurer's Report

Mike clarified EIT is up 10.1% over budget, Dave Ware confirmed. Real estate transfer tax is up 38+%. David commented that he is pleasantly surprised by the increased real estate sales and mentioned the difficulty in budgeting such. Mike appreciates staff reviewing memberships for necessity.

John made a motion to accept the receipts and approve the expenditures as presented in the Expenditure Register and as summarized in the August 12, 2021 Treasurer's Report. Michele seconded.

Motion carried 4-0.

Old Business

Consider Resolution 2021-203 amending the 2021 budget to include COVID-19 Federal relief funds.

Derek explained this topic was discussed in last two meetings. Due to the pandemic, East Goshen Township received first half of funding and identified the spending plan.

Michele made a motion that the Board pass resolution 2021-203 amending the 2021 budget to included East Goshen's American Rescue Plan Funds in the amount of \$949,820.77 and that the funds be allocated to the projects as outlined in the resolution. Mike seconded.

Mike explained the allocations made are within the confines of Board authority. An audit will be conducted regarding these funds and must adhere to the Federal guidelines.

Christina Morley, 1530 Alison Dr., questioned if upgrades in the Board Room would include website for interactivity. Derek explained interactivity would not include website upgrade. David explained we have over \$2M in necessary sewer infrastructure.

Motion carried 4-0.

New Business

Consider utilization of the county for Real Estate Tax Notice, Processing, & Certifications.

Derek explained that this item and the new Software System item will be discussed together. Dave Ware explained the Financial Software RFP, submissions, and pricing. Dave detailed information regarding the Tax Module upfront costs and annual costs. We received positive

feedback from other Municipalities that currently use the County to process their taxes. Board will need to determine if new software implementation is done with or without the tax module.

Derek explained the Board may want to think about the tax module and move forward with approval of new software system without the tax module.

Michele would like to look at the tax collection separately and further discussion with others.

John asked how much is in the budget. David clarified ongoing costs. Dave explained both the budget allotment and ongoing costs.

David asked Chris about staff feedback. Chris explained the collaboration among all staff, evaluation process of top three vendors, and staff consensus that was reached.

Mike asked about the ongoing maintenance operational increase costs. Mike is supportive of this vendor.

John commented that he is ready to vote on the new software system, but not prepared to vote on the utilization of the County for tax services.

David explained outsourcing tax services will be discussed at a separate meeting.

Consider new financial and code enforcement software vendor.

John made a motion authorizing the purchase of a financial software system and entering into a 10-year software services subscription from Edmunds in the amount of \$107,750 for initial implementation and conversion, including cloud hosting and technical support and Year 2 in the amount of \$43,250 for software subscription services, cloud hosting and technical support. Mike seconded.

Michele asked if this software covers all departments. Dave explained the software capabilities and the ability for departments to view all-encompassing information by parcel. He stated that additionally, the Codes Department will be able to use this software in the field.

Mike asked if we will allocate the software costs among various funds that are using the program, specifically the Sewer Fund. Dave confirmed this is a consideration.

Motion carried 4-0.

Consider authorization to conduct a feasibility plan on the “alternate route” of Segment B along the Paoli Pike Trail.

David explained that he is supportive of spending this money to look at what it would entail to consider an alternative route but he wants to look at this as ”in addition to”, not “instead of”. David is supportive of trails in the community.

David made a motion to allocate an amount not to exceed \$10,000 from the Bond Fund for the explicit purpose of having Pennoni & Associates conduct a feasibility plan for an alternative Segment B route along the Paoli Pike Trail. Michele seconded.

John and Michele appreciates the open-mindedness of other Board members.

Cody Bright, 1331 Park Ave, thanked the Board for looking at another route.

Motion carried 4-0.

Discussion of Senate Bill 597 and request from the Municipal Authority.

Derek explained Senate Bill 597 (Water Quality Accountability Act) was discussed at the last Municipal Authority meeting. Legislatures' intent was to put this bill forward to protect consumers from municipal authorities who not doing their job. East Goshen Township and our Municipal Authority are meeting all the requirements put forth in SB597.

David explained this is an unfunded mandate.

Mike commented that the PA Municipal Authorities Association is opposed to this Bill. The intent on this Bill is to turn over functions handled effectively by DEP to the PUC. Mike feels the Municipal Authority is managed effectively. Mike asked Derek to look into how PSATS and DEP feels about this Bill. Mike mentioned that Dan Truitt attended the last Municipal Authority meeting to provide insight.

Derek stated that he likes to inform the Board of any topics presented to him by ABC's.

John favors sending a letter. Michele would like to gets PSATS and DEP's position on this and start lobbying against this.

David stated that we can notify the Municipal Authority that we are supportive of their position.

Consider resolution 2021-204 appointing Chris Boylan Recording Secretary for board meetings.

Derek explained since Board meetings are in person now, we need to appoint a recording secretary.

Michele made a motion to pass Resolution 2021-204 establishing Christina Boylan as Recording Secretary for Board of Supervisor meetings. John seconded.

Motion carried 4-0.

COVID-19 mask mandates for administration building.

David commented that Chester County is at a 'substantial' increase for COVID cases.

Derek decided, for the safety of staff and residents, to implement mask-wearing requirement last week since CDC listed Chester County in the 'substantial' category.

Consider Conservancy Board Request for Tree City, USA Application.

Derek commented that the Conservancy Board would like to apply for Tree City USA. Ongoing this is not a big commitment. An application needs to be completed, with a recognition of Arbor Day required each year. There would be no extra staff requirements.

Michele explained the Sustainability Advisory Committee was driving this forward earlier this year and work with Conservancy Committee. We already do much of what is required, except for participating in Arbor Day.

David questioned the costs of \$2 per capita and whether our current tree planting, removal and maintenance would qualify for this program. Derek explained most who apply already incur expenses.

Mike asked if, other than being a participant, is there something that they do for us. Michele said we would receive support to help make celebration planning easy to prepare and conduct, two road signs, a flag and a wall plaque. There are no annual dues.

Michele made a motion that the Board of Supervisors authorize Township staff to submit a Tree City USA application for consideration by the Arbor Day Foundation. John seconded.

Motion carried 4-0.

Consider Financial Security & Land Development Agreements for a new single-family home at 932 N. Chester Road.

Derek stated this was a two-lot subdivision in 2016, a flag lot. This is a straight forward land development agreement.

Michele made a motion that the Board of Supervisors approve the Financial Security and Land Development Agreements for the development of 932 N. Chester Rd. in accordance with the approved subdivision and land development plan. Mike seconded.

Motion carried 4-0.

Consider supporting efforts by Pipeline Task Force in drafting a letter to the PUC.

David explained the County Commissioners expressed alarm with the active and work-around pipes in West Whiteland. This is an area where our residents work, shop, and recreate.

Michele made a motion that the Board of Supervisors support the Pipeline Task Force's efforts to construct and send a letter to the Pennsylvania Public Utility Commission similar in content to the letter sent from the Chester County Commissioners regarding ongoing concerns of sinkholes and other safety concerns in the West Whiteland area of the Mariner East Pipeline. John seconded.

Michele commented that, while visiting Sunoco Energy Transfer (SET), she implored them to please stop moving product while they were doing hammering and casing. Michele urged that we need to send a letter quickly. David explained this 1932 pipeline was never intended to carry this material and they reversed the flow of it.

David and Mike commended Michele for her effort and touring the SET control room. Pipeline Task Force and Board are working diligently on this matter.

Motion carried 4-0.

Any Other Matter -None

Public Comment

Robert Plummer, 1339 Park Ave., requested an update on Milltown Dam project.

Derek commented we are addressing preliminary list with the DEP paperwork, construction is estimated closer to the New Year. This is a partial, or low hazard, breach. Gannett Fleming is working with the Township and giving weekly updates.

Michele explained that even though it appears that we are not doing anything, the process of not doing anything allows the land return to a more natural state.

Mike stated it will be closer to the Fall 2022 until improvements will be obvious. An occasional update on the website would be helpful.

Derek also stated that there is a new floodplain map and letters will mailed out shortly to residents near the Dam.

Liaison Reports - None

Correspondence

David acknowledged receipt of a thank you letter from Wagontown Volunteer Fire Company to Mark Miller and East Goshen Public Works, an article in PA Township News magazine featuring East Goshen Public Works, and receipt of Russ Frank's email regarding the alternative route on Paoli Pike Trail.

Mike commented Marty is recovering and asked for everyone to keep him in your thoughts.

Adjournment

There being no further business, Michele made a motion to adjourn at 8:32 pm. Mike seconded.

Motion carried 4-0.

Respectfully submitted,
Chris Boylan
Recording Secretary

Attached: August 12, 2021 Treasurer's Report

TREASURER'S REPORT		July 29 2021 - August 12, 2021	
RECEIPTS AND BILLS			
GENERAL FUND			
Real Estate Tax	\$2,996.05	Accounts Payable	\$483,984.28
Earned Income Tax	\$915,722.87	Electronic Pmts:	
Local Service Tax	\$16,620.46	Credit Card	\$2,861.17
Transfer Tax	\$105,543.02	Postage	\$0.00
General Fund Interest Earned	\$232.17	Debt Service	\$0.00
Total Other Revenue	\$121,984.05	Payroll	\$140,510.44
Total General Fund Receipts:	\$1,163,098.62	Total Expenditures:	\$627,355.89
STATE LIQUID FUELS FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
Interest Earned	\$0.08		
Total State Liquid Fuels Receipts:	\$0.08	Total Expenditures:	\$0.00
CAPITAL RESERVE FUND			
Receipts	\$0.00	Accounts Payable	\$38,236.95
Interest Earned	\$132.11		
Total Capital Reserve Fund Receipts:	\$132.11	Total Expenditures:	\$38,236.95
TRANSPORTATION FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
Interest Earned	\$47.04		
Total Transportation Fund Receipts:	\$47.04	Total Expenditures:	\$0.00
SEWER OPERATING FUND			
Receipts	\$205,895.41	Accounts Payable	\$47,710.72
Interest Earned	\$22.93	Electronic Pmts:	
		Credit Card	\$1,063.58
		Debt Service	\$0.00
Total Sewer Operating Fund Receipts:	\$205,918.34	Total Expenditures:	\$48,774.30
REFUSE FUND			
Receipts	\$46,109.56	Accounts Payable	\$0.00
Interest Earned	\$8.73	Credit Card	\$69,874.85
Total Refuse Fund Receipts:	\$46,118.29	Total Expenditures:	\$69,874.85
BOND FUND			
Receipts	\$0.00	Accounts Payable	\$6,958.08
Interest Earned	\$49.90		
Total Bond Fund Receipts:	\$49.90	Total Expenditures:	\$6,958.08
SEWER CAPITAL RESERVE FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
Interest Earned	\$58.74		
Total Sewer Capital Reserve Fund Receipts:	\$58.74	Total Expenditures:	\$0.00
OPERATING RESERVE FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
Interest Earned	\$68.98		
Total Operating Reserve Fund Receipts:	\$68.98	Total Expenditures:	\$0.00
ARPA - COVID RELIEF FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
Interest Earned	\$0.00		
Total ARPA - COVID Relief Fund Receipts:	\$0.00	Total Expenditures:	\$0.00