

**EAST GOSHEN TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
1580 PAOLI PIKE  
TUESDAY, September 7, 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; Building Inspector Kevin Rowley.

**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 and military and wished a happy Rosh Hashanah to our Jewish community.

Derek Davis introduced Kevin Rowley as our new Building Inspector.

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 August 23, 2021 and tonight, September 7, 2021, to discuss two personnel matters.
- b. 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.
- c. The East Goshen Board of Supervisors and the East Goshen Pipeline Task Force jointly sent a letter to the PUC urging them to halt Mariner East 1 operations pending a geophysical investigation in West Whiteland. Please refer to the "Latest News" section of the website or in the September 7<sup>th</sup> meeting packet.

**Public Hearing** - None

**Emergency Services Reports** - None

**Financial Report** - None

**Approval of Minutes**

John made a motion to approve the minutes, as amended, of August 17, 2021. Mike seconded.

Motion carried 4-0.

**Approval of Treasurer's Report**

Dave Ware presented the Treasurer's Report.

David asked about the Verizon Franchise revenue. Dave explained the revenue has decreased over the years, but not down as much as forecasted.

John asked for clarification regarding the debt payment spreadsheet. Dave clarified and will provide additional information to the Board.

John made a motion to accept the receipts and approve the expenditures as presented in the Expenditure Register and as summarized in the September 2, 2021 Treasurer's Report.

Mike seconded.

Michele highlighted the Aquascapes pond treatment expense incurred for various ponds under rehabilitation. Michele further stated this will be a recurring expense and we need to be mindful of further pond rehabilitation expenses. Dave confirmed that this will be considered in the upcoming budget.

Motion carried 4-0.

### **Old Business**

#### **Consider entering into a Purchase Power Agreement (PPA) jointly with West Chester area municipalities for Township electricity power.**

David explained the PPA has been discussed at other public meetings. The intention of the PPA is to go out into the marketplace and request proposals at a fixed rate for 15 years for electricity. This is a long-term contract and a joint effort with five other WCACOG municipalities.

Derek added that the terms would be a 15-year contract with the pricing fixed for 3 years.

Mike suggested that we seek input from our solicitor regarding a 15-year commitment. Mike is supportive of green energy but would like additional information and clarification on the actual contract before considering. Mike suggested tabling this topic.

Michele echoed Mike's comments. Michele favored of the idea but agreed we need more information.

Derek commented that he has not had an in depth conversation with our solicitor regarding this topic, but if it is the direction of the Board he will do so.

The Board agreed to table this matter and request input from solicitor.

#### **Consider adding the tax module to new financial software or contracting with Chester County for tax collection and processing.**

David explained this was discussed at previous public meetings and a new financial software system was approved at the last meeting, carving out the tax module for further discussion.

Mike is supportive of staff's recommendation to contract out to Chester County for tax collection administration. Chester County is already handling many other municipalities' tax collection. Mike requested clarification on the implied savings and how staff time will be used in order to perform value-added services.

Derek supported Dave and the allocation of his department's resources. Dave explained there are value-added projects and cost benefit analysis for staff to focus on including; a fixed asset reconciliation project, reevaluation of capital reserves methodology, analyzing the WEGO budget, and building a contracts database for better awareness, evaluation and to make smarter cost decisions.

Mike confirmed this is an annual agreement and suggested that we could go back to internal tax processing if it did not seem like this was a value-added decision.

Derek commented that his concern was the customer service aspect with the County performing this service. Derek received glowing reviews of the County's customer service from many municipalities who contract with them.

Mike made a motion to adopt resolution 2021-207 authorizing township staff to sign an "Agreement for Services" with the County of Chester for the purposes of property tax collections services at an estimated first year cost of \$12,500, with the caveat that we will evaluate after the first year to determine if we continue this agreement for subsequent years.

Michele seconded.

John explained that while taking work from township staff, we need to make sure replacement work suggested is completed, along with completing a banking RFP and cross training within Finance Dept.

Motion carried 4-0.

### **New Business**

#### **Consider accepting A.J. Blosenski's bid of \$962,479.68 for refuse services starting on January 1, 2022 and ending on December 31, 2022.**

David asked Dave to explain the bidding process. Dave Ware explained that bids are received from multiple bidders and we typically accept lowest bidder. We have used Blosenski since 2017. Their contract renews annually with a cost of living increase. In 2017, the cost was \$695K for the year and stayed flat through 2021. The 2022 bid, including monthly roadside litter pickup, is \$962K.

Derek clarified that there were two bids with Blosenski being the lowest.

David asked if there was any explanation for the significant increase. Derek replied there was no specific explanation.

Michele asked if this will result in a cost increase to residents. Dave responded likely, but the 2022 budget is not complete.

Mike asked for clarification on expenses per household. Dave explained that this is just collection services, not total refuse costs, which is what is considered in the calculation of refuse rate billed to residents. Mike stated that if rates are increased, we need to broadcast to residents.

Mike stated the only reason to defer this topic would be to go out to bid again. Derek confirmed.

Mike made a motion to award the bid for the collection of municipal waste and recycling services to the lowest responsible and responsive bidder, A.J. Blosenski, Inc. in the amount of \$962,479.68 for refuse services starting on January 1, 2022 and ending on December 31, 2022, with the understanding we would renew for the following four years.

Michele seconded.

Motion carried 4-0.

**Consider street closure for Milleson Lane (Bow Tree Neighborhood) on Saturday, September 18 for a block party.**

Derek explained this event was presented to him recently by the Bow Tree Civic Association. The Association was hoping to close Milleson Lane for a block party. The understanding is this party is held annually and rotates locations within the Bow Tree neighborhood. Derek was made aware of possible opposition to this event. Per the ordinance, street closures are solely up to the discretion of Supervisors. Derek is asking the Board for final determination based on our policy.

Mike explained that Bow Tree has annual block party. There appears to be a legitimate concern by one property owner regarding access. If the Association can confirm uninterrupted access at that location, Mike could be comfortable with this. Otherwise, there are other locations within Bow Tree where this event could be held.

Michele echoed Mike's comments.

The floor was open for public comment.

Kelly Troland, 1650 Bow Tree, co-president of Bow Tree Association, explained that the location is rotated and the last time this event was held on Milleson Lane was 2014. This year the Milleson Lane location was determined on June 15. Milleson Lane is a cul-de-sac. Everything has been ordered for this event and the Association tried to compromise with the concern neighbors. The block party runs from 3pm to dusk and the concerned neighbors would have access to their property.

Mike asked Derek about the ordinance. Derek read ordinance verbatim.

Michele asked how long the ordinance has been on record. Derek responded at least 8-10 years. Michele explained that, according to this ordinance, the Board of Supervisors is supposed to make this decision each time a road closure is requested. Ms. Troland responded that the Association notified the Township every year.

Mike asked for clarification that an access lane on the public street will be open and maintained during the entire event. Ms. Troland confirmed.

Michele asked why open space in the development is not being used for this purpose. Ms. Troland responded that this event needs electricity.

David asked how many other locations have been used. Another resident responded at least ten.

David inquired how difficult it would be to change the location. Ms. Troland said it would be difficult.

Lorraine McMullen, 604 Milleson, explained her opposition to this event and their need to get to work. Ms. McMullen is concerned that the Association did not follow proper procedure with the Township and requesting the road closure.

David asked if the Association would provide egress and ingress.

John McMullen, 604 Milleson, stated the egress is not defined and there is a concern regarding pulling out of his driveway. He is concerned about safety and kids running around. Mr. McMullen explained this is a cul-de-sac of four homes, open to all 334 homes in development. This is a community event, not a block party, and doesn't belong on a cul-de-sac. There are other solutions, such as open spaces, that would eliminate the need for this street closure.

Patty Melcher, 602 Milleson, has lived here for ten years and wanted to clarify that this has always been called a block party. The Association has had two successful block parties on Milleson Lane and the McMullen's attended them.

Michele asked if the Association has an email group for communications. Ms. Belcher confirmed.

Mike Lynch asked Ms. Troland if the Association is willing to have a WEGO officer verify access arrangements and an off-duty officer available to monitor event. Derek confirmed that an access arrangement study is possible however, an off-duty officer working this event would be a WEGO personnel matter.

Richard Yelovich, 603 Milleson, is an original homeowner in this cul-de-sac and wanted to assure the Board this location is a safe environment for the event. He respectfully asked the Board to approve this event on Milleson.

Kate Bird, 1633 Bow Tree, wanted to clarify the safety issue brought up a couple of years ago regarding the Bow Tree Drive location. The concern holding the event at that location was the close proximity to the pond and speed of vehicles. Ms. Bird believes the cul-de-sac is a safer location. She confirmed the party ends at dusk on the street and any continuation occurs on private property.

Genevieve Grossman, 412 Beaumont, commented that she volunteered with the Association and likes to provide the best events for neighborhood kids. Events are rotated and they have used the Eldridge Road open field five times for events where electricity was not needed. The mosquito issue on Eldridge Road also makes this location not ideal.

John asked for confirmation that Sept 18<sup>th</sup> is the date of this proposed event. He stated the Board does not want to get in the middle of a neighbor dispute. John encouraged the neighbors to make reasonable accommodations and go back and negotiate.

Ms. McMullen is comfortable with having this event in the back open field but having this event on the street is unsafe.

Mr. McMullen asked the Board to deny this request.

Adam Woodworth, 605 Milleson, stated the McMullen's have had events at their home that blocked the street and they weren't concerned about blocking access then.

Kelly Troland explained there is enough room for a road closure on Milleson Lane and allow for access.

David stated that it seems like neighbors have made concessions and that ingress and egress from the concerned neighbor's home would be infrequent during the event.

David made a motion to approve the street closure on September 18<sup>th</sup> on Milleson Lane for the Bow Tree neighborhood's civic association block party, under the condition that the event starts at 3PM and finishes at dusk, and a police officer assures there is ingress and egress before the event occurs.

Mike seconded.

Michele clarified that half of the cul-de-sac street would be closed. David added with a safe ingress and egress. Mike added ingress and egress as verified by the police. Michele stated that she does not like to make these decisions and would like to revisit this ordinance in the future. Derek will look into the ordinance revision. John stated people have a right to get in and out of their street.

David and Mike voted yes, Michele and John voted no.  
Motion does not carry.

John suggested the neighbors work it out. Neighbors asked how to get this event approved. Michele suggested to hold it at another location.

**Consider passing the Minimum Municipal Obligation (MMO) for the 2022 budget year and designating the Township Manager as the Chief Administrative Officer for Township pension plans.**

Derek explained that MMO is the minimum amount that we need to contribute by state law based on our pensions.

John made a motion to pass Resolution 2021-205 establishing the Minimum Municipal Obligations for the four following pension plans: Fire Pension Plan: \$124,083; Non-Uniformed Defined Benefit Plan: \$0; Non-Uniformed Defined Contribution: \$125,700; Non-Uniformed Defined Contribution (WEGO Administration): \$14,850.

Mike seconded.

Motion carried 4-0.

**Consider passing Resolution 2021-206 establishing the Township Manager as the Chief Administrative Officer for Township pension plans.**

Derek explained this is a transition from previous Township Manager to himself.

Michele made a motion to pass Resolution 2021-206 establishing the Township Manager as the Chief Administrative Officer for all Township pension plans.

John seconded.

John asked for clarification if the WEGO Administration plan is included. Derek explained this plan is part of the Defined Contribution and is East Goshen Township's share.

Linda Hicks, 671 Airport Rd, asked what it means to be a Chief Administrative Officer. Derek explained.

Motion carried 4-0.

**Consider Stormwater O&M Agreement for 337 Wyllpen Drive.**

Mike made a motion to authorize the Chairman to sign the storm water management, operation and maintenance agreement for 337 Wyllpen Drive.

Michele seconded.

John asked if this is standard procedure under the Code. Derek confirmed.

Motion carried 4-0.

David acknowledged the tremendous work of our Public Works Department over the last two weeks with regard to the record rainfall received in East Goshen Township. Our Public Works Department had four emergency water rescues of residents, we had significant damage to pump stations, storm water management systems, streets and roads, and trees down. David sends kudos out to all of the Public Works staff who worked so hard.

**Any Other Matter** -None

**Public Comment** -None

**Liaison Reports** - None

**Correspondence**

David Shuey acknowledged the work of Jason Lang and the Parks & Rec volunteers for a great Community Day event.

**Adjournment**

There being no further business, Mike made a motion to adjourn at 8:22 pm. Michele seconded. Motion carried 4-0.

Respectfully submitted,  
*Chris Boylan*  
*Recording Secretary*

Attached: September 2, 2021 Treasurer's Report

TREASURER'S REPORT		August 12, 2021 - September 2, 2021	
RECEIPTS AND BILLS			
<b>GENERAL FUND</b>			
Real Estate Tax	\$9,391.28	Accounts Payable	\$630,562.51
Earned Income Tax	\$56,100.00	Electronic Pmts:	
Local Service Tax	\$52,400.00	Credit Card	\$6,607.13
Transfer Tax	\$0.00	Postage	\$0.00
General Fund Interest Earned	\$230.69	Debt Service	\$4,011.89
Total Other Revenue	\$126,045.67	Payroll	\$145,412.91
<b>Total General Fund Receipts:</b>	<b>\$244,167.64</b>	<b>Total Expenditures:</b>	<b>\$786,594.44</b>
<b>STATE LIQUID FUELS FUND</b>			
Receipts	\$0.00	Accounts Payable	\$0.00
Interest Earned	\$0.08		
<b>Total State Liquid Fuels Receipts:</b>	<b>\$0.08</b>	<b>Total Expenditures:</b>	<b>\$0.00</b>
<b>CAPITAL RESERVE FUND</b>			
Receipts	\$7,000.71	Accounts Payable	\$22,133.71
Interest Earned	\$128.69		
<b>Total Capital Reserve Fund Receipts:</b>	<b>\$7,129.40</b>	<b>Total Expenditures:</b>	<b>\$22,133.71</b>
<b>TRANSPORTATION FUND</b>			
Receipts	\$0.00	Accounts Payable	\$0.00
Interest Earned	\$26.33		
<b>Total Transportation Fund Receipts:</b>	<b>\$26.33</b>	<b>Total Expenditures:</b>	<b>\$0.00</b>
<b>SEWER OPERATING FUND</b>			
Receipts	\$367,397.83	Accounts Payable	\$19,452.27
Interest Earned	\$27.76	Electronic Pmts:	
		Credit Card	\$1,675.28
		Debt Service	\$22,579.82
<b>Total Sewer Operating Fund Receipts:</b>	<b>\$367,425.59</b>	<b>Total Expenditures:</b>	<b>\$43,707.37</b>
<b>REFUSE FUND</b>			
Receipts	\$106,224.72	Accounts Payable	\$11,150.67
Interest Earned	\$8.92	Credit Card	\$0.00
<b>Total Refuse Fund Receipts:</b>	<b>\$106,233.64</b>	<b>Total Expenditures:</b>	<b>\$11,150.67</b>
<b>BOND FUND</b>			
Receipts	\$0.00	Accounts Payable	\$4,156.16
Interest Earned	\$49.33		
<b>Total Bond Fund Receipts:</b>	<b>\$49.33</b>	<b>Total Expenditures:</b>	<b>\$4,156.16</b>
<b>SEWER CAPITAL RESERVE FUND</b>			
Receipts	\$0.00	Accounts Payable	\$34.50
Interest Earned	\$57.72		
<b>Total Sewer Capital Reserve Fund Receipts:</b>	<b>\$57.72</b>	<b>Total Expenditures:</b>	<b>\$34.50</b>
<b>OPERATING RESERVE FUND</b>			
Receipts	\$0.00	Accounts Payable	\$34.50
Interest Earned	\$67.93		
<b>Total Operating Reserve Fund Receipts:</b>	<b>\$67.93</b>	<b>Total Expenditures:</b>	<b>\$34.50</b>
<b>ARPA - COVID RELIEF FUND</b>			
Receipts	\$0.00	Accounts Payable	\$0.00
Interest Earned	\$12.75		
<b>Total ARPA - COVID Relief Fund Receipts:</b>	<b>\$12.75</b>	<b>Total Expenditures:</b>	<b>\$0.00</b>