

AGENDA
EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS
RE-ORGANIZATION & FORMAL MEETING
JANUARY 3, 2022
6:00 PM

1. Call to Order (6:00 PM)
2. Pledge of Allegiance
3. Moment of Silence
4. Announce that the meeting is being livestreamed
5. Swearing in of newly elected Supervisor Cody Bright by the Honorable Allison Bell Royer
6. Swearing in of any other newly elected officials present
7. Re-Organization Actions (6:10 PM to 6:20 PM)
 - A. Elect Chairman
 - B. Elect Vice Chairman
 - C. Appoint Police Commissioner
 - D. Appoint Representative to Pension Committee
 - E. Appoint Representative to West Chester Area Council of Governments
 - F. Appoint Township Officials
 1. Township Manager/Secretary/ Right-to-Know Officer/Assistant Zoning Officer– Derek Davis
 2. Director of Finance/Treasurer/ – Dave Ware
 3. Director of Public Works – Mark Miller
 4. Director of Code Enforcement/Zoning Officer/Building Code Official/Noise Control Officer – Mark Gordon
 5. Building Inspectors – Kevin Rowley and Duane Brady
 6. Fire Marshal – Carmen R. Battavio
 7. Assistant Fire Marshals – Michael Holmes, Kevin Rowley, Duane Brady, Kevin Miller, and Mark Miller
 8. Township Solicitor – Lamb McErlane
 9. Township Engineer – Pennoni Associates
 10. Emergency Management Coordinator – Stephen Hiro
 11. Assistant Emergency Management Coordinator – Vincent D’Amico
 12. Delegate to the Chester County Tax Collection Committee – Dave Ware
 13. Alternate Delegate to the Chester County Tax Collection Committee – Chris Boylan
 - G. Re-Appoint Township Employees
 - H. Appoint Depositories for Township Funds and authorize Director of Finance/Treasurer to make investments at banks paying the best rate of interest and with the best terms. (Resolution 2022-1)
 1. Citadel Bank
 2. WSFS Bank

3. PLGIT-PA Local Government Investment Trust (Custodian - Wells Fargo NA.)
4. TD Bank
5. M&T Bank
- I. Certify Delegates to the PSATS Convention
 1. Five Supervisors, Manager and Director of Finance will be affirmed as delegates.
 2. Voting Delegate: Derek Davis
 3. Alternate Voting Delegate: Dave Ware
- J. [Confirm 2022 Holiday Schedule](#)
- K. [Confirm 2022 Meeting Schedule](#)
- L. Confirm that Keystone Collection Agency is the Earned Income and Local Services Tax Collector for the Township
- M. Appoint Maillie LLP as independent auditors for the Township
- N. [Designate the Emergency Service Providers \(Resolution 2022-02\)](#)
- O. [Establish the 2022 Fee Schedule \(Resolution 2022-03\)](#)
- P. Authorize participation in the Municipal Risk Management Workers' Compensation Pooled Trust.
- Q. Announce the continuance of all other applicable resolutions that were adopted previously.
8. Chairman's Report (6:20 PM to 6:25 PM)
 - A. The Annual ABC Planning Session will be held on Tuesday, January 25, 2022 at 6:30 PM.
9. Police/ EMS Reports
 - A. WEGO – None
 - B. Goshen Fire Co. –None
 - C. Malvern Fire Co. – None
 - D. Good Fellowship –None
 - E. Fire Marshal – None
10. Financial Report – None
11. Approval of Minutes and Treasurer's Report (6:25 PM to 6:30 PM)
 - A. [Minutes – December 7, 2021 and December 21, 2021](#)
 - B. [Treasurers Report – December 30, 2021](#)
12. Public Hearings – None
13. Old Business - None
14. New Business
 - A. [Consider ABC Appointments. \(6:30 PM to 6:40 PM\)](#)
 - B. [Consider Board Liaisons \(6:40 PM to 6:45 PM\)](#)
 - C. [Consider authorization for Buckley Brion and the township staff to start the process of "unwinding" the declarations of taking originally agreed upon by the Board of Supervisors in June 2021. \(6:45 PM to 6:50 PM\)](#)
 - D. [Consider approval of Jim Benoit, Thornbury Supervisors, as 3rd WEGO Commission member. \(6:50 PM to 6:55 PM\)](#)
 - E. [Consider recommendation for 2021 Budget Surplus. \(6:55 PM to 7:00 PM\)](#)

15. Any Other Matter - None
16. Public Comment – (7:00 PM to 7:30 PM)
17. Liaison Reports - none
18. Correspondence, Reports of Interest (7:30 PM to 7:35 PM)
 - A. 4th Quarter 2021 Right-to Know Report
19. Adjournment (7:35 PM)

Meetings & Dates of Importance

<i>Date</i>	<i>Meeting</i>	<i>Time</i>
January 3, 2022	Board of Supervisors	6:00 pm
January 4, 2022	Board of Auditors	7:00 pm
January 5, 2022	Planning Commission	7:00 pm
January 6, 2022	Park and Recreation Commission	7:00 pm
January 10, 2022	Municipal Authority	7:00 pm
January 12, 2022	Conservancy Board	7:00 pm
January 13, 2022	Pipeline Task Force	6:30 pm
January 13, 2022	Historical Commission	7:00 pm
January 17, 2022	MLK – Township Closed	-----
January 18, 2022	Board of Supervisors	7:00 pm
January 20, 2022	Futurist Committee	7:00 pm
January 24, 2022	Sustainability Advisory Committee	7:00 pm
January 25, 2022	Pension Committee	10:00 am
January 25, 2022	ABC Annual Planning Meeting	6:30 pm

Newsletter Deadline for Spring 2022: February 18

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 agenda 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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County Of Chester

November 29, 2021

We, the undersigned, members of the County Board of
Elections of said county, hereby certify that after
tabulating the votes cast at the Municipal
Election held on the 2nd day of November, 2021
in said county it appears that

Cody Bright

was duly elected to the office of

Township Supervisor
E Goshen Township

in the County Of Chester.



Marion Moskowitz
Jan Myler
Michelle Kuchtime

County Board of Elections

A blue ink signature of Karen Barsoum, written in a cursive style.

Karen Barsoum, Director

County Of Chester

November 29, 2021

We, the undersigned, members of the County Board of
Elections of said county, hereby certify that after
tabulating the votes cast at the Municipal
Election held on the 2nd day of November, 2021
in said county it appears that

Melissa Bright

was duly elected to the office of

Tax Collector
E Goshen Township

in the County Of Chester.



Marion Mookewitz
John R. Miller
Michelle Kuchtime

County Board of Elections

A blue ink signature of Karen Barsoum, written in a cursive style.

Karen Barsoum, Director

County Of Chester

November 29, 2021

We, the undersigned, members of the County Board of
Elections of said county, hereby certify that after
tabulating the votes cast at the Municipal
Election held on the 2nd day of November, 2021
in said county it appears that

Joseph C. Zug Jr

was duly elected to the office of

Auditor
E Goshen Township

in the County Of Chester.



Marion Moskowitz
Jim Myler
Michelle Kishine

County Board of Elections

Karen Barsoum

Karen Barsoum, Director

County Of Chester

November 29, 2021

We, the undersigned, members of the County Board of
Elections of said county, hereby certify that after
tabulating the votes cast at the Municipal
Election held on the 2nd day of November, 2021
in said county it appears that

Karen E. deSimone

was duly elected to the office of

Auditor Unexp 4 Yr Term
E Goshen Township

in the County Of Chester.



Marion Moskowitz
Jim Huff
Michelle Kishine

County Board of Elections

Karen Barsoum

Karen Barsoum, Director

LAMB | McERLANE^{PC}
ATTORNEYS AT LAW

William R. Christman III
Voice 610-430-8000
Fax 610-692-6210
bchristman@lambmcerlane.com

December 20, 2021

Via Email Only

Derek Davis
Township Manager
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380
Email: ddavis@eastgoshen.org

Re: East Goshen Township Solicitorship

Dear Mr. Davis:

On behalf of Lamb McErlane PC, thank you for reaching out to me today about the potential appointment of our firm as Solicitor for East Goshen Township. Per your request, below are our standard billing practices for municipal entities.

We bill monthly for our time and disbursements. My standard billing rate is \$325.00 per hour. Our hourly rates range from \$600.00 for our most experienced partners to \$240.00 for our most junior associates and \$150.00 per hour for paralegals. These rates annually change. Recent increases have averaged about 3% per year. Our standard practice is to provide a reduced rate for our municipal clients. **We would propose to East Goshen Township for calendar year 2022 a reduced, blended rate of \$200.00 per hour for general legal services for all attorneys and \$85.00 per hour for paralegals.** We reserve the right to negotiate a flat, lump sum fee for any bond transaction, and the right to negotiate a different hourly rate for any other specialized service. Our rate reflects the fact that, due to the depth of our experience in authority and regulatory matters, we can and do provide our services in a most economical fashion

We charge our time in quarter hour increments for billing efficiency. We bill on a monthly basis and it is our policy to require payment of invoices within thirty (30) days of the date of the invoice. Thereafter, an interest charge of 1 1/2% per month will be assessed against invoices which are outstanding for more than forty-five (45) days. We reserve the right to terminate our representation if payment is not received within sixty (60) days of the date of a statement and you agree not to contest our withdrawal from any court or administrative proceeding if payment has not been received within sixty (60) days of the date of a statement.

Normally, a retainer is required for all cases at the time of our retention. This retainer must be kept intact (held in escrow) and not used to offset our billings until our representation is concluded. **The retainer will be waived for East Goshen Township.**

The client is responsible for payment of all costs associated with our representation including but not limited to: court costs, filing costs, expert fees, long distance telephone charges, if any, federal express or courier service, delivery charges, photocopying costs, travel expenses and any computer research.

Again, Lamb McErlane PC appreciates the opportunity to be considered to represent East Goshen Township. Should you have any further questions, please don't hesitate to let me know. Thank you for your confidence in our firm.

Very truly yours,

LAMB MCERLANE PC

By: 

William R. Christman III



Christiana Executive Campus
121 Continental Drive, Suite 207
Newark, DE 19713
T: 302-655-4451
F: 302-654-2895

www.pennoni.com

December 9, 2021

East Goshen Township

Attn: Derek Davis, Township Manager
1580 Paoli Pike
West Chester, PA 19380

**RE: Fee Schedule for Year 2022
East Goshen Township and East Goshen Municipal Authority**

Dear Derek:

Pennoni is proud to serve East Goshen Township and East Goshen Municipal Authority, and we look forward to working with you again in 2022.

Our rates for 2022 for Township and Authority Engineering services are listed below for the categories of staff that most frequently provide services to the Township and Authority. The rates reflect an average increase of 5.9%, consistent with the 2022 federal cost of living adjustment (COLA) of 5.9%.

Authority/Township Engineer.....	\$141/hr
Senior Professional	\$134/hr
Project Professional	\$118/hr
Staff Professional	\$110/hr
Associate Professional	\$105/hr
Senior Engineering Technician.....	\$101/hr
Graduate Professional	\$95/hr
Engineering Technician	\$85/hr
Survey Crew (2-Person)	\$200/hr

We will continue to provide services to the Township and Authority as requested.

For typical general engineering services to the Authority, we recommend budgeting the following under the expectation of a similar level of effort in 2022 as in the past several years. Similar to previous years, we will establish separate accounts for each activity listed below, and each activity will be invoiced separately.

- General consultation and monthly meetings (also including UV system replacement consultation, SBR tank visual condition inspections, and West Goshen project consultation).....\$35,000
- I&I support and semi-annual reports.....\$7,000
- Chapter 94 reports.....\$8,000
- TOTAL****\$50,000**

Other Authority projects outside of general services, as requested, will be proposed separately, such as the following projects that are planned for 2022 in the 5-Year Sewer System Capital Improvement Plan:

- Hershey's Mill Estates Sewer Replacement Bid & Construction Phase Services
- Hunt Country Pump Station Metering, Muffin Monster, and Bypass System
- Supplee Valley Sewer Lining

We thank you again for the confidence you have placed in Pennoni over the years and look forward to continuing to serve you in the future.

Sincerely,

PENNONI ASSOCIATES INC.



Michael J. Ellis, PE
Municipal Division Manager



Nathan M. Cline, PE
Associate Vice President

**EAST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

RESOLUTION 2022-01

**A RESOLUTION DESIGNATING EAST GOSHEN
TOWNSHIP DEPOSITORIES FOR THE 2022 FISCAL
YEAR**

WHEREAS, each year East Goshen Township designates certain banking institutions to serve as depositories for township funds; and

WHEREAS, the Finance Director/Treasurer is responsible for seeking out these institutions based on the most favorable interest rates and terms possible.

NOW, THEREFORE, BE IT RESOLVED, the following depositories will be designated for the 2022 Fiscal Year:

- Citadel Bank
- WSFS Bank
- PLGIT-PA Local Government Investment Trust (Custodian - Wells Fargo NA.)
- TD Bank
- M&T Bank

Dated this 3rd day of January, 2022.

ATTEST:

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS**

Derek J. Davis, Secretary

Cody Bright, Member

John Hertzog, Member

Michael P. Lynch, Member

David E. Shuey, Member

Michele Truitt, Member

2022
EAST GOSHEN TOWNSHIP
HOLIDAY SCHEDULE

New Year's Day	- January 1 (Observed Friday 12/31/21)
Martin Luther King Day	- January 17 (Monday)
President's Day	- February 21 (Monday)
Good Friday	- April 15 (Friday)
Memorial Day	- May 30 (Monday)
Independence Day	- July 4 (Monday)
Labor Day	- September 5 (Monday)
Veteran's Day	- November 11 (Friday)
Thanksgiving	- November 24 (Thursday) *also off November 25 (Friday)
Christmas	- December 26 Observed (Monday)

2022 EAST GOSHEN TOWNSHIP MEETINGS

ANNUAL PLANNING SESSION - The Board of Supervisors will meet with members of the other Township Authorities, Boards and Commissions for the Annual Planning Session on Tuesday, January 25 at 6:30 PM.

BOARD OF AUDITORS will hold their Annual Meeting on Tuesday, January 4 at 7:00 PM.

BOARD OF SUPERVISORS will hold their Annual Re-Organization Meeting on Monday, January 3 at 6:00 PM and their regular formal meeting will immediately follow. Thereafter, the Board will hold their regular meetings on the 1st and 3rd Tuesday of each month at 7:00 PM and the 2nd, 4th and 5th Tuesday of the month at 7:00 PM as needed. The Board will not meet on May 17 or November 8.

CONSERVANCY BOARD will meet the 2nd Wednesday of each month at 7:00 PM. The Conservancy Board will conduct site inspections the following Saturday at 9:00 AM as needed.

FUTURIST COMMITTEE will meet the 3rd Thursday of each month at 7:00 PM as needed.

HISTORICAL COMMISSION will meet the 2nd Thursday of each month at 7:00 PM as needed.

LOCAL TRAFFIC ADVISORY COMMITTEE will meet the 3rd Thursday of each month at 1:00 PM as needed.

MUNICIPAL AUTHORITY will meet the 2nd Monday of each month at 7:00 PM as needed.

PARK & RECREATION COMMISSION will meet the 1st Thursday of each month at 7:00 PM. Workshop sessions are held on the 3rd Thursday of the month at 7:00 PM as needed basis. The Park & Recreation Commission will not meet in July.

PENSION COMMITTEE will meet on Tuesday, January 25 at 10:00 AM. Future meetings will be advertised.

PIPELINE TASK FORCE will meet the 2nd Thursday of each month at 6:30 PM and the 4th Thursday of each month for workshops at 6:30 PM as needed.

PLANNING COMMISSION will meet on the 1st Wednesday of each month at 7:00 PM and the 3rd Wednesday of the month for workshops at 7:00 PM as needed.

STORMWATER APPEALS BOARD will advertise each hearing separately.

SUSTAINABILITY ADVISORY COMMITTEE will meet on the 4th Monday of each month at 7:00 PM and the 3rd Monday of each month for workshops at 7:00 PM as needed.

ZONING HEARING BOARD will advertise each hearing separately.

All meetings will be held at the East Goshen Township Building, 1580 Paoli Pike, West Chester, PA 19380 unless noted elsewhere. Special meetings will be advertised throughout the year as they are scheduled. With the exception of Executive Sessions, the public is welcome to attend all East Goshen Township meetings and Workshop sessions.

If any person who wishes to attend a meeting has a disability and/or requires an auxiliary aid, service, or other accommodation to observe or participate at the hearing, he or she should contact the Township at 610-692-7171 to discuss how those needs may be accommodated.

Derek J. Davis
Township Manager
East Goshen Township

**EAST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

RESOLUTION 2022-02

**A RESOLUTION DESIGNATING THE EMERGENCY
SERVICE PROVIDERS FOR EAST GOSHEN TOWNSHIP**

WHEREAS, the Board of Supervisors of East Goshen Township is responsible under the Second Class Township Code for the public safety of the residents of East Goshen, and;

WHEREAS, the Board of Commissioners of Chester County requests that East Goshen Township provide them with a resolution outlining the methods and agencies chosen to fulfill the public safety needs of East Goshen Township, for the efficient administration of the emergency communications system of the Chester County Department of Emergency Services.

BE IT RESOLVED THAT the Goshen Fire Company of 1320 Park Avenue, West Chester, Pennsylvania, shall provide, on a first alarm basis Fire, Rescue and Basic Life Support Ambulance services to East Goshen Township with the exceptions of:

- The north side of Forest Lane
- The east side of North Chester Road, north of Forest Lane
- Brookmont Drive
- Treemont Drive
- Willow Pond Road
- Pond View Lane
- Meadow Creek Lane
- Sherman Drive
- Ruth Circle
- Line Road, north of Forest Lane

The Malvern Fire Company of 424 East King Street, Malvern, Pennsylvania, shall provide Fire, Rescue and Basic Life Support Ambulance services to the area described above, on a first alarm basis.

BE IT RESOLVED THAT the Good Fellowship Ambulance Club of 600 Montgomery Avenue, West Chester, Pennsylvania, shall provide, on a first alarm basis, Advanced Life Support service to East Goshen Township with the exceptions of:

- The east side of Hershey Mill Road, north of Green Hill Road
- The east side of the Ridley Creek from Green Hill Road to the municipal boundary with Willistown Township.

The Malvern Fire Company of 424 East King Street, Malvern, Pennsylvania, shall provide Advanced Life Support service to the area described above, on a first alarm basis.

BE IT RESOLVED THAT Stephen Hiro has been designated at the Emergency Management Coordinator for East Goshen Township.

BE IT FURTHER RESOLVED THAT the Westtown-East Goshen Police Department, of 1041 Wilmington Pike, West Chester, Pennsylvania, shall provide police protection to East Goshen Township.

RESOLVED AND ADOPTED, this 3rd day of January 2022.

ATTEST:

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS**

Secretary

Cody Bright, Member

John Hertzog, Member

Michael P. Lynch, Member

David E. Shuey, Member

Michele Truitt, Member

Memo

To: Board of Supervisors
From: Dave Ware
Re: Fee Schedule
Date: December 27, 2021

As discussed during our series of 2022 Budget Workshops, staff recommends that the Board increase a number of fees, effective on January 1, 2022. Fees need to be based on the level of service being provided, but also cover Township costs. These fees have not been increased in many years and, in many cases, the amount of time involved in providing these services or service cost has increased substantially in the interim. In addition, additional stormwater regulations have contributed to more labor hours required to review many permit applications. The proposed fee increases are summarized below. Finally, there are 2 additional new fees included to capture costs not previously recognized.

Fee	Current	Proposed	Notes	Annual Financial Impact
Refuse Fee (Both Single Family & Multi-Family Residential)	\$75.00/quarter	\$100.00/quarter	Offset higher contracted hauler fees and other costs net zero budget per approved 2022 budget.	\$328,151 (refuse); there has only been a single minor increase since 2011.
Park Fee for field or volleyball court use	\$30/field or court	\$36/field or court	Increase to assist higher maintenance costs.	\$2,020
Sewer Inspection Fees (Water Meter/Measuring Device)	\$150/lateral	\$300/lateral	Plumbers are now taking 2-3 days to complete a sewer line necessitates multiple inspections that use to be a single day.	\$0 (Municipal Authority); budget assumes no connections in 2022
Sewer & Refuse Certs	\$5, regardless of whether property receives both services or just one.	\$15 per service	Latest estimate that sewer and refuse certs cost about \$15 in labor and materials; even at these rates we still have amongst the lowest cert fees in the area.	\$600 (sewer); \$800 (refuse)
Residential zoning permit - Alarms	\$40	\$50	New/replacement monitored alarm systems.	\$400-\$500

Township permit fee multiplier (affects Residential and Commercial ICC Permit Fees)	.01	.011	Has not changed since 2011; increase 10%.	
Zoning verification fee	\$0/request	\$100/request	New fee due to increased requests.	
Small wireless facilities	\$0	\$500 (up to 5 facilities); \$100/additional facility (up to 30 facilities); \$1,000/new pole application; \$200/facility annual right-of-way access; \$70/facility annual fee if Township-owned pole utilized.	Based on new ordinance.	

Recommended motion: I move that we adopt Resolution 2022-03, the fee schedule.

**EAST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

RESOLUTION 2022-03

**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 - \$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 - \$50.00 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 .011.
- 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 .011.

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, 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. Working without a 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.
- viii. Zoning Verification Fee – A fee of \$100 shall be charged for a request to the Township to conduct a property zoning verification.
- 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 (½) the cost of preparation and publication of "Notice of Public Hearing".
 - ii. Posting of the property by the Township Staff.
 - iii. One half (½) 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.
- f. Site Plan / Act 167 Stormwater Management Plan Review - The applicant shall pay the review fees of the professional consultants utilized by the Township during its review of the Site Plan / Act 167 Stormwater Management application.

The applicant shall submit \$2,000.00 to the Township at the time of the submission of the application for. 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 Site Plan / Act 167 Stormwater Management 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 - \$15.00. Fee must be paid prior to certification being issued.
- b. Per Refuse Certification - \$15.00. Fee must be paid prior to certification being issued.
- c. Real Estate Certification is handled by the County.

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 200 people - \$200.00 rental fee.
 2. Over 200 people - \$1.00 rental fee per person.
 - ii. Volleyball Courts (cost per court):
 1. \$36.00 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; excluding T-Ball (cost per field/court):
 1. 1 field - \$36.00

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 non-appealable” - \$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 \$100.00 per quarter
- b. Multi-family Residential \$100.00 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 \$35.61 per quarter
- b. Meter reading surcharge \$ 8.00 per quarter

Variable Rate

- | | |
|-----------------------------------|-----------------------------------|
| a. Variable Rate | \$9.70 per 1,000 gallons of water |
| b. Variable Rate (East Whiteland) | \$6.20 per 1,000 gallons of water |
- (East Whiteland is in agreement to sell their sewer system to AQUA by the end of 2021. Their rates would be frozen for 3 years under the agreement with AQUA)

Permits/Inspections

- | | |
|---------------------------------|------------------------------------|
| a. Sewer Laterals | \$300.00 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. Small Wireless Facilities:

- a. Application Cost (up to 5 Facilities) - \$500
 - i. Additional Facilities - \$100 each (up to 30)
- b. Application for new pole - \$1,000
- c. Annual Right-of-Way Access Fee - \$200 per Facility
- d. Annual Fee if upon Township-●wned Pole - \$70 per Facility

21. Effective Date

The fees outlined in this resolution shall be effective on January 3, 2022.

RESOLVED AND ADOPTED, this ____ day of _____, 2022.

ATTEST:

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS**

Secretary

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
TUESDAY, DECEMBER 7, 2021
Draft 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; Fire Marshal Carmen Battavio; Chief Brenda Bernot; Erich Meyer (Conservancy); John Embick (Goshen Friends Elder)

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 to remember Pearl Harbor's 80th anniversary and the 2,403 people who died that day.

David announced that the meeting is being recorded and livestreamed on YouTube.

Chairman's Report

- a. The Board met in executive session prior to tonight's meeting to interview a candidate for one of the ABC's and to discuss personnel matters.
- b. The 2022 Proposed Budget is available for review on the Township website, and it is expected to be adopted on December 21, 2021.

Public Hearing

Consideration of Small Wireless Facility (SWF) Ordinance

Mike shared a comment from a resident who inquired about the hearing being held during the holiday season. Mike read his response to the resident. David responded that initial discussion and fact finding was done on this matter in April 2021.

Kim Venzie presented the first ordinance amending Ordinance 240, entitled Zoning, of the Township Code, section 240-31.C 3 H. Ms. Venzie presented Exhibit 1, proof of publication in the Daily Local News on November 22, 2021 and November 29, 2021. Ms. Venzie also presented Exhibit 2, which was an email from her office to the Daily Local News and the Chester County Law Library placing the attested ordinance on file for public inspection. Exhibit 3 was a letter from Chester County Planning Commission recommending to adopt this ordinance as drafted. Exhibit 4 was a letter from Mark Gordon, Township Zoning Officer, which reflected the Township's Planning Commission's opinion on the ordinance.

A motion was made by Michele to approve the zoning ordinance amendment addressing small wireless facilities, the new stand-alone small wireless facility ordinance, and approve Resolution 2021-215: East Goshen Township Small Wireless Facility Design Guidelines, section 240-31.C 3 H.

Mike seconded.

1 Michele commented that a resident had health concerns regarding the radio wave emissions from
2 cell phone towers. Michele asked if the Board can restrict the placement in close proximity to
3 multi-level nursing homes long-term care facilities, apartments, condominiums and schools. Ms.
4 Venzie responded, based on Federal and State law, there is no ability to control location
5 however, her experience is that some providers are willing to work with the Township with
6 regards to placement of towers.

7
8 John asked for clarification and if the Zoning Department has final say in the application. Ms.
9 Venzie confirmed.

10
11 Derek added that the Codes Department must follow rigorous Federal and State guidelines.

12
13 Russ Frank, 451 Gateswood Dr., asked how many towers and providers are anticipated. Ms.
14 Venzie responded.

15
16 This motion was tabled.

17
18 Ms. Venzie closed the hearing on the zoning amendment and opened the hearing on the
19 ordinance to provide for a new Chapter 190, to allow for and regulate small wireless facilities.
20 Exhibit B1 was the publication in the Daily Local News and Chester County Law Library on
21 November 22, 2021 and November 29, 2021, Exhibit B2 was an email from her office to the
22 Daily Local News and the Chester County Law Library providing the ordinance for public
23 inspection, and Exhibit B3 was a letter from Mark Gordon, Township Zoning Officer, reflecting
24 the Township's Planning Commission's opinion on the ordinance. Kim explained this would be a
25 stand-alone ordinance addressing the small wireless facilities separately, outside of Zoning.
26 Ms. Venzie also commented that, by law, we are not allowed to address potential health risk in
27 our ordinances. Ms. Venzie closed the hearing.

28
29 David made a motion to approve the zoning ordinance amendment to section 240-31.C 3 H,
30 to approve Chapter 190, the small wireless facilities stand-alone ordinance, and adopt the
31 resolution establishing the small wireless facility design guidelines.

32
33 Michele seconded.

34
35 Motion carried 4-0.

36
37 **Emergency Services Reports** - None

38
39 **Financial Report** - None

40
41 **Approval of Minutes**

42 John made a motion to approve the minutes of November 9, 2021 and November 16, 2021.

43
44 Michele seconded.

45
46 Motion carried 4-0.

1 **Treasurer's Report:**

2 Dave Ware presented the December 2, 2021 Treasurer's Report.

3
4 Michele asked about the \$8M Bond Fund and how much will be left after Hershey's Mill Dam is
5 completed. Michele also asked if there will be money left for Milltown Dam. Dave confirmed.

6
7 Mike made a motion to accept the receipts and approve the expenditures as presented in the
8 Expenditure Register and as summarized in the December 2, 2021 Treasurer's Report.

9
10 John seconded.

11
12 Motion carried 4-0.

13
14 **Old Business:**

15 **Consideration of Historical Marker location for Goshen Monthly Meeting/Goshen**
16 **Friends**

17 Michele made a motion to support the Goshen Monthly Meeting request for a historical marker
18 and approve the marker as an exempt sign.

19
20 John seconded.

21
22 Motion carried 4-0.

23
24 Michele made a motion to approve the request to install a park bench near the historical marker.
25 The historical marker and bench will be installed along the Paoli Pike Trail, near the wrought
26 iron gate entrance to the Goshen Monthly Meeting cemetery.

27
28 John seconded.

29
30 Motion carried 4-0

31
32 **New Business:**

33 **Consider creation of Infrastructure Sustainability Fund**

34 David explained there were previous discussion around proactively funding other infrastructure
35 assets, such as storm water management, parks, ponds, etc. Mike shared that he suggested two
36 revisions to the wording in the resolution.

37
38 Michele made a motion to adopt Resolution 2021- 216, as amended, to create and finance a new
39 stand-alone fund, the Infrastructure Sustainability Fund.

40
41 Mike seconded.

42
43 Motion carried 4-0.

44
45 **Consider proposal from Cohen Law Group for East Goshen's Comcast franchise**
46 **renewal services**

47 David commented that there have been concerns about residents unplugging from cable and the
48 impact to fees that the Township receives from cable providers.

1 Derek explained that we just completed this franchise renewal process in July with Verizon.
2 Comcast allows for discussion three years prior to renewal. Derek mentioned there is incentive to
3 consider this now, particularly when considering with other local municipalities.

4
5 The Board agreed to table this item.

6
7 **Consider event dates for 2022 Community Day and Food Truck Festival**

8 Michele made a motion to schedule the 2022 Township Community Day for June 25, 2022 and
9 the Food Truck Festival for October 15, 2022.

10
11 John seconded.

12
13 Motion carried 4-0.

14
15 **Any Other Matter** - None

16
17 **Public Comment:**

18 Russ Frank, 451 Gateswood Dr., asked who benefits from the franchise renewal process. Mike
19 and Derek explained. David commented that the bigger discussion is to encourage PSATS to
20 advocate for the Township.

21
22 **Liaison Reports** - None

23
24 **Correspondence, Reports of Interest** - None

25
26 **Adjournment**

27 There being no further business, Michele made a motion to adjourn at 8:00pm. John seconded.

28
29 Motion carried 4-0.

30
31 Respectfully submitted,

32 *Derek J. Davis*

33 *Township Manager*

EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
TUESDAY, DECEMBER 21, 2021
Draft 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; Fire Marshal Carmen Battavio; Chief Brenda Bernot; Erich Meyer (Conservancy); Tom Kilburn (Futurist); and Christi Supple (Sustainability).

Call to Order & Pledge of Allegiance

David Shuey called the meeting to order at 7:02 p.m. David led the Pledge of Allegiance.

Michele Truitt asked for a moment of silence to remember WEGO and firefighters and wished all Christian friends a Merry Christmas.

David announced that the meeting is being recorded and livestreamed on YouTube.

Chairman's Report

- a. Christmas Trees will be collected with regular yard waste pickup. Christmas tree lighting was spectacular.
- b. Starting in January 2022, yard waste will be picked up EVERY Wednesday.
- c. The Township office will be closed on Fridays, December 24 & 31.

Emergency Services Reports

Chief Brenda Bernot gave an update on community engagement events. Warm Coats, Blue Beards, and Toys for Tots received overwhelming generosity. Parishioners from Sts. Simon & Jude teamed up with police for aid to Kindred House. Every child got multiple gifts. David thanked the police force for participating. Chief presented the East Goshen Township November statistics.

Michele asked about rumors from social media regarding theft of car registrations and theft from cars at Wawa on Paoli Pike. Chief responded there are no reports of stolen registration cards. Chief is aware of one report of theft at Wawa. John commented that when people see incidents, they should call the police.

WEGO has a strong presence on Ring neighbors. Carmen asked Chief if there are issues with Ring registration. Both Michele and Carmen experienced issues with the same. Detective Weaverling is the contact person for this issue.

Russ Frank, 451 Gateswood, asked about the defunding of police. Chief replied that policing is not a popular profession right now. WEGO participates in community events to improve police value. Mike commented that no residents have brought this to his attention. John commented the police budget is down 1.9%.

1 Carmen Battavio presented the November 2021 reports for Goshen Fire, Malvern Fire, and Good
2 Fellowship.

3
4 Mike pointed out Goshen Fire Company monthly operations report and was surprised to see they
5 hired six new part-time career staff. Derek commented that he was unaware but will look into
6 this. Mike believes since East Goshen is a major funding supporter, the Board should have heard
7 about this before reading it in a report. Michele commented that there were no finance meetings
8 this year with Goshen Fire Company. David reported East Goshen's stats are down.

9
10 **Financial Report:**

11 Dave Ware presented the November 2021 financial report.

12
13 **Approval of Minutes** - None

14
15 **Treasurer's Report:**

16 Dave Ware presented the Treasurer's Report.

17
18 David questioned an expense in Capital Fund for \$51K. Dave responded this expense was for the
19 Hershey Mill Dam project. Dave detailed the expenses. Dave will give an update via email with
20 project specifics.

21
22 John made a motion to accept the receipts and approve the expenditures as presented in the
23 Expenditure Register and as summarized in the November 4, 2021 Treasurer's Report.

24
25 Michele seconded.

26
27 Motion carried 4-0.

28
29 **Old Business:**

30 **Consider adoption of the 2022 budget for all township funds**

31 Mike made a motion to adopt the 2022 Proposed Budget in the following amounts:

- 32 •General Fund revenues and expenses, net of pass throughs, of \$10,850,407. There is no transfer
- 33 from fund balance to balance the budget.
- 34 •General Fund pass-through revenues and expenses of \$2,227,143.
- 35 •State Liquid Fuels Fund revenues and expenses of \$496,668.
- 36 •Capital Reserve Fund revenues of \$1,434,717 and expenses of \$1,148,375.
- 37 •Transportation Fund revenues of \$720 and expenses \$0.
- 38 •Sewer Operating Fund revenues and expenses of \$3,806,134.
- 39 •Refuse Fund revenues and expenses of \$1,357,809.
- 40 •Bond Fund revenues of \$475 and expenses of \$2,170,855.
- 41 •Sewer Capital Reserve Fund revenues of \$369,757 and expenses of \$983,013.
- 42 •Operating Reserve Fund revenues of \$1,020 and expenses of \$1,250,000.
- 43 •ARPA Fund revenues and expenses of \$949,917.
- 44 •Infrastructure Sustainability Fund revenues of \$1,250,125 and expenses of \$220,000.

45
46 Mike further moved to approve the 2022 staff salaries as proposed and the Westtown-East
47 Goshen Police Budget, version 5.0.

1 Michele seconded.

2
3 David commended Derek, Dave, and the Finance staff on their work on the budget.

4
5 Derek shared a comment from resident, Joanne Weinberger, who thanked the Board for Malvern
6 Library appropriation and continued support.

7
8 Motion carried 4-0.

9
10 Mike commented that there is a projected surplus this year of approximately \$400K in the
11 General Fund. Mike encouraged his colleagues to think about how they want the money
12 allocated. Mike elaborated on options for appropriations.

13
14 Michele commented that she would like to see \$150K to be put towards Infrastructure
15 Sustainability Fund, \$150K towards Operating Reserve Fund, and balance towards General
16 Fund. David and Mike agreed. Dave added that the 2021 Budget included a \$100K reduction in
17 capital so the Board may want to consider replenishing that reduction.

18
19 **Consider resolution to establish 2022 millage rate - no increase**

20 Michele made a motion to adopt the 2022 tax millage rate of 1.25 mills, with no increase from
21 prior year.

22
23 Mike seconded.

24
25 Michele commented that this tax was supposed to go away however she is aware that no good
26 tax ever goes away.

27
28 Motion carried 4-0.

29
30 **Consider Futurist Committee survey re-write**

31 Mike commented that he recrafted some questions for the the next survey. About a year ago, the
32 Board agreed to gather opinions from residents using a survey. The latest survey is focused on
33 open space, parks, dams. Futurist Committee's initial effort on a second survey was critiqued and
34 it seemed that some questions might create expectations. Mike believes the survey could have a
35 caveat to explain the purpose. Mike feels the survey is a worthwhile effort.

36
37 David commented the latest survey is only five questions. David defers to the Futurist
38 Committee. David is in favor of this draft survey as an input data point.

39
40 Michele commented that she is disappointed in typographical and grammatical errors on survey.
41 Michele sent an email to Futurist Committee and none of her suggestions were taken. Michele
42 stated that we have an obligation to complete projects. Michele would rather see them inquire
43 about future projects.

44
45 David replied he agrees with asking questions about open space and willingness to pay more
46 taxes for open space, since open space doesn't generate tax revenue.

1 Mike commented that projects take time and costs fluctuate from initial estimate. Mike wants to
2 use the survey to continue to engage comments from residents.

3
4 Tom Kilburn clarified that the Committee has not met, and they are not proposing that survey
5 specifically. Tom wants to hear from the Board what they would like to hear about before
6 developing survey.

7
8 David proposed that between now and next Futurist meeting, the Board provide additional
9 comments.

10
11 **Consider proposal from Cohen Law Group for East Goshen's Comcast franchise renewal**
12 **services**

13 Dave explained his review and analysis of both Verizon and Comcast contracts and revenues
14 received.

15
16 Michele asked if any savings were realized since the last negotiation. Dave replied no. Derek
17 input there is not enough data surrounding cord cutting.

18
19 Michele made a motion to engage Cohen Law Group and work with the other aforementioned
20 Chester County municipalities to commence the Cable Franchise Agreement process with
21 Comcast of Pennsylvania, LLC.

22
23 John seconded.

24
25 Russ Frank, 451 Gateswood, asked how the franchise fee revenue works. Mike explained there is
26 a line item on your cable bill that, in turn, is passed on to the Township. Russ asked about
27 bundled rates and Dave responded. Russ asked about running lines through the Township and
28 Mike replied cable companies are not required to provide services. Derek added that if a cable
29 company is interested in extending lines into neighborhoods, the cable company would have a
30 conversation with the Township before anything is done.

31
32 Motion carried 4-0.

33
34 **New Business:**

35 **Consider 2022 group bids**

36 Michele made a motion to award

- 37 • Fuel bid to Rhoads Energy dba Reilly & Sons in the amount of \$22,534;
- 38 • Rental equipment without operator bid to Foley in the amount of \$19,725 weekly,
39 \$50,450 monthly;
- 40 • Milling Machine rental bid to Groff Tractor Mid Atlantic in the amount of \$7,000 daily
41 rental or \$14,000 for 10 day rental of 51" wide, and \$9,000 daily or \$18,000 for 10 day
42 rental of 86" wide milling machine;
- 43 • Tri-axle dump truck rental bid to Feters Trucking and DeStefano Landscape in the
44 amount of \$95 per hour

45
46 John seconded.

1 Russ Frank asked about the fuel bid. Mike replied this is based on usage. Derek will email Russ
2 with more information.

3
4 Motion carried 4-0.

5
6 **Discussion of the Sustainability Advisory Committee's (SAC) plan for a Sustainability**
7 **Expo on April 24.**

8 Christi Supple thanked the Board for supporting the SAC survey. Good feedback was received.
9 SAC would like permission to use the Township Building on April 24, 2022 for an Expo. Christi
10 would like permission to approach businesses in the Township. John asked if there is a cost to
11 this initiative. Christi stated that the SAC asked for \$500 in 2022 budget, \$400 will be used for
12 the Expo. John clarified that the Committee would do the work, not the staff. Michele asked if
13 SAC would charge vendor admission fee for Expo. Christi said no. Michele suggested this
14 might be helpful.

15
16 **Any Other Matter:**

17 Michele took a moment to thank Mary Shane for his years of service. Mike added Marty was
18 instrumental in making this Township so great. Marty completed six terms with an extreme
19 interest in civic duty. His dedication to public service is to be applauded. David echoed Mike's
20 comments.

21
22 **Public Comment:**

23 Russ Frank, 451 Gateswood, wanted to clarify that yard waste will be collected weekly. Michele
24 commented it allows hauler to maintain their staffing. Russ extended thanks to Derek and Dave
25 for answering all his questions and added that he feels welcome to attend meetings, provide
26 input, and ask questions.

27
28 **Liaison Reports** – None

29
30 **Correspondence, Reports of Interest** - None

31
32 **Adjournment**

33 There being no further business, Michele made a motion to adjourn at 8:28 pm. John seconded.

34
35 Motion carried 4-0.

36
37 Respectfully submitted,
38 *Chris Boylan*
39 *Recording Secretary*

**EAST GOSHEN TOWNSHIP
MEMORANDUM**

TO: BOARD OF SUPERVISORS
FROM: DAVE WARE
SUBJECT: PROPOSED PAYMENTS OF BILLS
DATE: DECEMBER 29, 2021

Attached please find the Treasurer's Report for the weeks of December 16, 2021 – December 29, 2021.

General Fund revenue driven by earned income tax payments, the monthly District Court lease payment, P&R classes, ball field rental, assorted permit fees, and holiday ornament sales by the Historical Commission. Total General Fund expenses include annual Geo Plan license renewal, insurance payments, loan payments, storm water and paving expenses, and passing back non-police fire alarm fees to Goshen Fire Company.

The Bond Fund incurred \$62K in expenses; \$57K of which is engineering costs for the Hershey's Mill Dam and Milltown Dam projects; the remaining \$5K is Paoli Pike Trail related.

The ARPA Fund incurred \$630 in an additional anticipated change order for plug-in access. We are looking forward toward better communication and facilitation between our actions as Township Staff, our Board of Supervisors, and our community. This is to be implemented fully in the 1st Quarter 2022, but is dependent upon the supply chain.

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**

December 16, 2021 - December 29, 2021

GENERAL FUND

Real Estate Tax	\$1,693.29
Earned Income Tax	\$65,500.00
Local Service Tax	\$0.00
Transfer Tax	\$0.00
General Fund Interest Earned	\$0.00
Total Other Revenue	\$20,234.40

Total General Fund Receipts: \$87,427.69

Accounts Payable	\$154,097.56
Electronic Pmts:	
Credit Card	\$11,362.03
Postage	\$0.00
Debt Service	\$2,726.08
Payroll	\$143,482.15

Total Expenditures: \$311,667.82

STATE LIQUID FUELS FUND

Receipts	\$0.00
Interest Earned	\$0.00
Total State Liquid Fuels Receipts:	\$0.00

Accounts Payable \$0.00
Total Expenditures: \$0.00

CAPITAL RESERVE FUND

Receipts	\$0.00
Interest Earned	\$0.00
Total Capital Reserve Fund Receipts:	\$0.00

Accounts Payable \$92.00
Total Expenditures: \$92.00

TRANSPORTATION FUND

Receipts	\$0.00
Interest Earned	\$0.00
Total Transportation Fund Receipts:	\$0.00

Accounts Payable \$0.00
Total Expenditures: \$0.00

SEWER OPERATING FUND

Receipts	\$31,688.95
Interest Earned	\$0.00

Total Sewer Operating Fund Receipts: \$31,688.95

Accounts Payable	\$176,549.09
Electronic Pmts:	
Credit Card	\$1,326.99
Debt Service	\$22,290.16
Total Expenditures:	\$200,166.24

REFUSE FUND

Receipts	\$10,133.55
Interest Earned	\$0.00
Total Refuse Fund Receipts:	\$10,133.55

Accounts Payable \$20,846.40
Credit Card \$12,656.74
Total Expenditures: \$33,503.14

BOND FUND

Receipts	\$0.00
Interest Earned	\$0.00
Total Bond Fund Receipts:	\$0.00

Accounts Payable \$62,352.01
Total Expenditures: \$62,352.01

SEWER CAPITAL RESERVE FUND

Receipts	\$0.00
Interest Earned	\$0.00
Total Sewer Capital Reserve Fund Receipts:	\$0.00

Accounts Payable \$34.50
Total Expenditures: \$34.50

OPERATING RESERVE FUND

Receipts	\$0.00
Interest Earned	\$0.00
Total Operating Reserve Fund Receipts:	\$0.00

Accounts Payable \$34.50
Total Expenditures: \$34.50

ARPA - COVID RELIEF FUND

Receipts	\$0.00
Interest Earned	\$0.00
Total ARPA - COVID Relief Fund Receipts:	\$0.00

Accounts Payable \$630.00
Total Expenditures: \$630.00

EAST GOSHEN TOWNSHIP
MONTHLY DEBT PAYMENT BREAKDOWN
December 31, 2021

GENERAL FUND:

Interest payment	Principal payment	Year of Issuance	Loan Description	Original loan amount	Remaining Principal	Retirement Date
\$2,726.08	\$0.00	2003	Multi purpose 9 projects	\$5,500,000.00	\$ 759,000.00	2023
\$0.00	\$0.00	2017	G Playground , Dams, & Paoli Pike Trail	\$5,310,000.00	\$5,290,000.00	2037

SEWER FUND:

Interest payment	Principal payment		Loan Description	Original loan amount	Remaining Principal	Retirement Date
\$18,011.40	\$0.00	2008	RCSTP Expansion	9,500,000.00	\$5,458,000.00	2032
\$4,278.76	\$0.00	2013	Diversion Projects	2,500,000.00	\$1,684,000.00	2033
\$0.00	\$0.00	2017	S West Goshen STP	2,840,000.00	\$2,465,000.00	2037

PLGIT 1107.1010																		
DATE	DESCRIPTION	TOTAL	1116.1000	1116.1000	1116.1000	1401.2100	1401.2600	1401.3070	1407.2130	1437.2460	1438.2455	1438.3840	1452.3601	1452.3720	1454.3717	1454.3740	1487.1910	1487.4600
			5420.3702	5422.3700	5422.3701													
	DEREK DAVIS																	
10/27/2021	Amazon - Coleman sleeping bags & slow cooker	238.59								238.59								
10/29/2021	GOTOMYPC - LOGMEIN - October 2021	44.00							44.00									
11/4/2021	PA MUNICIPAL LEAGUE - Duane Brady Construction Code Academy	45.00																45.00
11/4/2021	PA MUNICIPAL LEAGUE - Duane Brady Construction Code Academy	195.00																195.00
11/9/2021	AMAZON - Coffee creamers & flash drives	43.05				43.05												
11/9/2021	PSATS - Minute Books	130.00				130.00												
11/11/2021	AMAZON -Magnetic White Board for M.Miller	58.89								58.89								
11/11/2021	AMAZON - 1099 Forms & supplies for B.Phillips	47.98				47.98												
11/17/2021	PSATS - Boot Camp for Cody Bright	169.00						169.00										
11/22/2021	B&H PHOTO - Printer for 2nd floor & Logitech Webcams	488.75					249.99		238.76									
11/24/2021	APPLE - Icloud	0.99							0.99									
11/24/2021	B&H PHOTO - HP Colorjet Printer	649.00					649.00											
	\$2,110.25																	
	MARK MILLER																	
10/28/2021	Kurtzs Fish Farm - Fish for Marydell Pond	492.00													492.00			
11/7/2021	Rite Aid - Batteries	18.54	18.54															
11/9/2021	Arc Team - Cell phone case	89.04								89.04								
11/10/2021	County Propane - propane for tar pot	540.68									540.68							
11/17/2021	A&A Enterprises - Chipper Rental	2,250.00										2,250.00						
11/17/2021	Dick's Sporting Goods - Hip Waders	646.53															646.53	
11/19/2021	Bit Durawear - Gas Meters (4)	2,916.00	972.00	972.00	972.00													
11/21/2021	MOULTRIE MOBILE - Park Cameras	42.38														42.38		
	\$6,995.17																	
	JASON LANG																	
10/31/2021	Facebook - Yard sale ad	3.78											3.78					
10/31/2021	Amazon - tree lights	84.95												84.95				
11/9/2021	Home Depot - tree garland and Christmas decoration lights	122.39												122.39				
	\$211.12																	
	GRAND TOTAL	9,316.54	990.54	972.00	972.00	221.03	898.99	169.00	283.75	386.52	540.68	2,250.00	3.78	207.34	492.00	42.38	646.53	240.00

J/E's made

Add to Master Cred.Card List

X

x

\$2,934.54 To be reimbursed by 05 fund.

X

9,316.54

ACH DEBITS TO GENERAL FUNDS

EXPENSE REPORT

Attachment 2 OF 2

Meeting Date

1/3/2022

12/1/21 - 12/31/21

Fund	Fee Charged	Name	Month Covered	Description
01	27.30	AUTHNET FEES	November 2021	CRED.CARD BANK CHARGES
GENERAL	49.21	BANKCARD FEES	November 2021	CRED.CARD BANK CHARGES
FUND	218.50	M&T MONTHLY FEE	November 2021	POSITIVE PAY & ACH MONITOR
		\$295.01		
03				
CAPITAL	92.00	M&T MONTHLY FEE	November 2021	POSITIVE PAY & ACH MONITOR
RESERVE		\$92.00		
05	841.21	REIMBURSEMENT of Credit Card Fee	November 2021	Paymentus
SEWER	109.25	M&T MONTHLY FEE	November 2021	POSITIVE PAY & ACH MONITOR
FUND		\$950.46		
06	841.20	REIMBURSEMENT of Credit Card Fee	November 2021	Paymentus
REFUSE	51.75	M&T MONTHLY FEE	November 2021	POSITIVE PAY & ACH MONITOR
FUND		\$892.95		
07				
MUNICIPAL	34.50	M&T MONTHLY FEE	November 2021	POSITIVE PAY & ACH MONITOR
AUTHORITY		\$34.50		
09				
SEWER	34.50	M&T MONTHLY FEE	November 2021	POSITIVE PAY & ACH MONITOR
CAP.RESERVE		\$34.50		
10				
OPERATING	34.50	M&T MONTHLY FEE	November 2021	POSITIVE PAY & ACH MONITOR
RESERVE		\$34.50		
TOTAL		\$2,333.92		

Report Date 12/28/21

Expenditures Register

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Report Date 12/28/21

Expenditures Register

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Report Date 12/28/21

Expenditures Register

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Expenditures Register

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Report Date 12/28/21

Expenditures Register

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Expenditures Register

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Expenditures Register

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Report Date 12/28/21

Expenditures Register

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Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
05	SEWER OPERATING									
40				ALLIED CONTROL SERVICES						
67395	1	05422	3700	R.C. STP-MAINT.& REPAIRS ON-SITE FLOW METER CALIBRATION	316159	12/28/21		12/28/21		1,051.00
										1,051.00
151				BLOENSKI DISPOSAL CO, CHARLES						
67396	1	05422	4502	R.C. SLUDGE-LAND CHESTER SWITCH 20 YDS W/LINER 12/13/21	182534	12/28/21		12/28/21		191.00
										191.00
1526				CUSTOM ENVIRONMENTAL TECHNOLOGY						
67403	1	05422	2440	R.C. STP- CHEMICALS 2290 TOTES OF ZETA LYTE	7507	12/28/21		12/28/21		5,972.60
										5,972.60
1668				EXETER SUPPLY COMPANY INC						
67406	1	05422	3701	R.C. COLLEC.-MAINT.& REPR PARSON QUICK PLUG FAILS	370455	12/28/21		12/28/21		468.00
										468.00
4502				FERRY PLUMBING INC., DAN						
67409	1	05422	3701	R.C. COLLEC.-MAINT.& REPR BACKFLOW TEST - HERSHEY'S MILL	10364	12/28/21		12/28/21		200.00
67410	1	05422	3700	R.C. STP-MAINT.& REPAIRS BACKFLOW TEST - RCSTP	10365	12/28/21		12/28/21		200.00
										400.00
598				HANSON AGGREGATES PENNSYLVANIA LLC						
67420	1	05422	3701	R.C. COLLEC.-MAINT.& REPR 68.94 TONS 2A SUBBASE - RE: CRUSHED PIPE BOW TREE	4052724	12/28/21		12/28/21		827.28
										827.28
4523				JENNINGS, MICHAEL						
67425	1	05364	1000	REVENUE - SEWER FEES REFUND RE: OVERPAYMENT UTILITY ACCT 639 N. SPEARMAN	121721	12/28/21		12/28/21		115.00
										115.00

Report Date 12/28/21

Expenditures Register

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Report Date 12/28/21

Expenditures Register

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Report Date 12/28/21

Expenditures Register
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Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
19				M&T Covid						
4520				NEW ERA TECHNOLOGY						
67438	1	19409	7400	HYBRID CONFERENCE MEETING ROOM	119282-WC	12/28/21		12/28/21		630.00
				BOARDROOM AV UPGRADES - ADDL' BARCO						
				WIRELESS PUCKS						
										630.00
										268,462.06
										0 Printed, totaling 268,462.06

FUND SUMMARY

Fund	Bank Account	Amount	Description
01	01	151,017.15	GENERAL FUND
05	05	54,462.90	SEWER OPERATING
08	08	62,352.01	BOND FUNDS (CAPITAL PROJECTS)
19	19	630.00	M&T Covid
		268,462.06	

PERIOD SUMMARY

Period	Amount
2112	268,462.06
	268,462.06

Legend:

Expenditures Register Spooling to Windows Printers

Print those ready to pay

Sorting by vendor

Printing for GL Period 2112

Doing a page break

Creating a CSV File

MARPO5 run by BARBARA 4 : 30 PM

Report Date 12/29/21

Procurement Card Entries

PAGE 1

Per	Budget #	Sub#	Description	Vendr	Vendor Name	Invoice #	Inv Date	Credit	Src	Trx #	#	U
2112			CREDIT CARD PAYMENT									
	06427	4502	WEEK 12/1/21 - 12/7/21	241	C.C. SOLID WASTE AUTHORITY	62308-R	12/07/21	6,049.55	PC	81704	1	
	05422	4502	WEEK 12/1/21 - 12/7/21	241	C.C. SOLID WASTE AUTHORITY	62308-S	12/07/21	600.66	PC	81704	2	
	06427	4502	WEEK 12/8/21 - 12/14/21	241	C.C. SOLID WASTE AUTHORITY	62381-R	12/15/21	6,607.19	PC	81704	3	
	05422	4502	WEEK 12/8/21 - 12/14/21	241	C.C. SOLID WASTE AUTHORITY	62381-S	12/15/21	726.33	PC	81704	4	
	01430	2320	672.0 GALS. DIESEL	1161	REILLY & SONS INC	11561345-531	12/16/21	1,725.70	PC	81704	5	
	01430	2320	115.7 GALS. GASOLINE	1161	REILLY & SONS INC	11561347-530	12/16/21	319.79	PC	81704	6	
								16,029.22				
								16,029.22				

GENERAL LEDGER SUMMARY

GL Account #	Debit	Credit	Description
014XX-XXXX	2,045.49		GENERAL FUND Expense Account
01107-1010		2,045.49	GENERAL FUND Bank Account
054XX-XXXX	1,326.99		SEWER OPERATING Expense Account
05100-1005		1,326.99	SEWER OPERATING Bank Account
064XX-XXXX	12,656.74		REFUSE Expense Account
06100-1005		12,656.74	REFUSE Bank Account

Legend:

Procurement Card Entries Spooling to Windows Printers

Printing for GL Period 2112

Printing for Status N

Creating a CSV Spreadsheet file.

WARP17 run by BARBARA 9 : 07 AM

Report Date 12/29/21

Expenditures Register

PAGE 1

Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
<hr/>										
01	GENERAL FUND									
<hr/>										
2912				CONTINENTAL FIRE & SAFETY INC.						
	67476	1	01430 2600	MINOR EQUIP. PURCHASE	21-3913	12/29/21	12/29/21	12/29/21	22369	2,785.40
				SHORINS EQUIPMENT - STRUTS						
<hr/>										
										2,785.40
<hr/>										
05	SEWER OPERATING									
<hr/>										
425				EAST GOSHEN TOWNSHIP - GENERAL						
	67479	1	05420 1400	C.C. METERS -WAGES	122921-S	12/29/21	12/29/21	12/29/21	4966	4,236.58
				QTR.4 2021 REIMBURSMENT						
	67479	2	05420 2510	C.C. METERS -VEHICLE OPER.	122921-S	12/29/21	12/29/21	12/29/21	4966	1,723.94
				QTR.4 2021 REIMBURSMENT						
	67479	3	05420 1402	C.C. COLLECTION - WAGES	122921-S	12/29/21	12/29/21	12/29/21	4966	5,635.18
				QTR.4 2021 REIMBURSMENT						
	67479	4	05420 2512	C.C. COLLEC.-VEHICLE OPER.	122921-S	12/29/21	12/29/21	12/29/21	4966	2,145.93
				QTR.4 2021 REIMBURSMENT						
	67479	5	05420 1405	ASHBRIDGE WAGES	122921-S	12/29/21	12/29/21	12/29/21	4966	7,500.43
				QTR.4 2021 REIMBURSMENT						
	67479	6	05420 2515	ASHBRIDGE - VEHICLE OPER	122921-S	12/29/21	12/29/21	12/29/21	4966	2,606.36
				QTR.4 2021 REIMBURSMENT						
	67479	7	05420 1406	MILL VALLEY - WAGES	122921-S	12/29/21	12/29/21	12/29/21	4966	2,205.98
				QTR.4 2021 REIMBURSMENT						
	67479	8	05420 2516	MILL VALLEY - VEHICLE OPER	122921-S	12/29/21	12/29/21	12/29/21	4966	871.50
				QTR.4 2021 REIMBURSMENT						
	67479	9	05422 1401	R.C. COLLEC.- WAGES	122921-S	12/29/21	12/29/21	12/29/21	4966	28,592.79
				QTR.4 2021 REIMBURSMENT						
	67479	10	05422 2511	R.C. COLLEC-VEHICLE OPER.	122921-S	12/29/21	12/29/21	12/29/21	4966	8,684.14
				QTR.4 2021 REIMBURSMENT						
	67479	11	05422 1400	R.C. STP- WAGES	122921-S	12/29/21	12/29/21	12/29/21	4966	877.32
				QTR.4 2021 REIMBURSMENT						
	67479	12	05422 2510	R.C. STP-VEHICLE OPER.	122921-S	12/29/21	12/29/21	12/29/21	4966	497.80
				QTR.4 2021 REIMBURSMENT						
	67479	13	05422 1402	R.C. COLLECTIONS WAGES I&I	122921-S	12/29/21	12/29/21	12/29/21	4966	2,143.56
				QTR.4 2021 REIMBURSMENT						
	67479	14	05422 2512	R.C. COLLECT.-VEH OPERATING - I&I	122921-S	12/29/21	12/29/21	12/29/21	4966	290.70
				QTR.4 2021 REIMBURSMENT						
	67479	15	05429 1401	PA ONE CALL - WAGES	122921-S	12/29/21	12/29/21	12/29/21	4966	397.71
				QTR.4 2021 REIMBURSMENT						
	67479	16	05429 1400	ADMIN.- WAGES	122921-S	12/29/21	12/29/21	12/29/21	4966	21,845.49
				QTR.4 2021 REIMBURSMENT						
	67479	17	05429 3730	ADMIN.-BLDG.OVERHEAD	122921-S	12/29/21	12/29/21	12/29/21	4966	30,880.32
				QTR.4 2021 REIMBURSMENT						
<hr/>										
										121,135.73
<hr/>										

Report Date 12/29/21

Expenditures Register
GL-2112-81712

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Vendor	Req #	Budget#	Sub#	Description	Invoice Number	Req Date	Check Dte	Recpt Dte	Check#	Amount
06	REFUSE									
425				EAST GOSHEN TOWNSHIP - GENERAL						
67478	1	06427	1400	REFUSE - WAGES	122921-R	12/29/21	12/29/21	12/29/21	805	18,473.05
				QTR.4 2021 REIMBURSEMENT						
67478	2	06427	3730	ADMIN.BLDG.OVERHEAD	122921-R	12/29/21	12/29/21	12/29/21	805	1,480.40
				QTR.4 2021 REIMBURSEMENT						
										19,953.45
07	MUNICIPAL AUTHORITY									
425				EAST GOSHEN TOWNSHIP - GENERAL						
67477	1	07424	1400	ADMINISTRATIVE WAGES	122921-M	12/29/21	12/29/21	12/29/21	3298	7,784.55
				QTR.4 2021 REIMBURSEMENT						
										7,784.55
										151,659.13
										4 Printed, totaling 151,659.13

FUND SUMMARY

Fund	Bank Account	Amount	Description
01	01	2,785.40	GENERAL FUND
05	05	121,135.73	SEWER OPERATING
06	06	19,953.45	REFUSE
07	07	7,784.55	MUNICIPAL AUTHORITY
		151,659.13	

PERIOD SUMMARY

Period	Amount
2112	151,659.13
	151,659.13

Legend:

Expenditures Register Spooling to Windows Printers

Print those ready to UPDATE

Sorting by vendor

Printing for GL Period 2112

MARPO5 run by BARBARA 12 : 05 PM

- Reappoint / appoint the following:

Name	Board
Walter Wujcik	Conservancy Board
Scott Sanders (Scott agreed to serve until replaced)	Conservancy Board
Alice Lenthe	SAC (from the Conservancy Board)
Dana Pizarro	Municipal Authority
Kevin Cummings	Municipal Authority
Eric Tobin	Parks and Recreation
Jessica Bottaro	Parks and Recreation
Gerald Sexton	Pipeline Task Force
Edward Decker	Planning Commission
Mike Pagnanelli	Planning Commission
Walter Wujcik	Stormwater Appeals
Thom Clapper	Vacancy Committee
Sigmund Fleck	Zoning Hearing Board
Chuck Proctor	Zoning Hearing Board

- Acknowledge Mary Urbine's resignation from the Historical Commission.

MEMO

Date: December 29, 2021
From: Derek Davis, Township Manager
To: Board of Supervisors
Re: Legal Case Unwinding -- Paoli Pike Trail & Hicks Farm

Back in June of 2021, the board at the time voted 3-2 in favor of filing a "Declaration of Taking" against two parcels (outlined in Resolution 2021-200 and 2021-201) known collectively as "the Hicks Farm" for the purposes of completing the Paoli Pike Trail as originally mapped.

As manager, part of my job is to understand exactly where a majority of board members stand on a variety of issues so that I can evaluate what to include in agendas and what policies will be put forth that affect the township as a whole. In this instance, by having individual discussions, I have concluded that a majority of board members (both incoming and sitting) would like to explore the unwinding of the pending legal case brought about by the two mentioned resolutions.

After speaking with our attorney on this matter, Kristin Camp, I think it is important to let the board know that the motion being proposed tonight is simply to start the process of unwinding rather than any sort of conclusion on the matter. It would authorize your attorney and staff to move forward and explore how best to "unwind" said case so we can present to you a final agreement/document of some sort in the near future that would effectively end the taking. This will take some legwork to complete by both staff and Buckley Brion. We will keep the board updated every step of the way.

With that said, if this is the route the majority of members would like to proceed with, the motion would be as follows:

MOTION: Madam/Mr. Chair I make a motion we authorize Buckley Brion, legal counsel on this matter, and township staff to start and investigate the process of "unwinding" the legal case originating from the declarations of taking put forth in resolutions 2021-200 and 2021-201.

Derek Davis

From: Jon Altshul [REDACTED]
Sent: Monday, December 27, 2021 3:57 PM
To: Judy Lizza
Cc: Derek Davis
Subject: RE: Police Commissioner

TY!

From: Judy Lizza [REDACTED]
Sent: Monday, December 27, 2021 3:43 PM
To: Jon Altshul <[REDACTED]>
Cc: Derek Davis <ddavis@eastgoshen.org>
Subject: Re: Police Commissioner

Please accept this email as notification to the Boards of Westtown and East Goshen that at the December 21st meeting, Thornbury Township supervisors voted to appoint Jim Benoit to serve as the Police Commissioner.

On Dec 27, 2021, at 3:25 PM, Jon Altshul <jaltshul@westtown.org> wrote:

Hi Judy:

Hope you had a nice Xmas!

I'm getting the agenda for next Monday together.

Will you have an email or letter notifying us that TB selected Jim to serve again that can be on the agenda?

Thanks,
Jon

Memo

To: Board of Supervisors
From: Dave Ware, Director of Finance
Re: Consider 2021 General Fund Budget Surplus transfers
Date: December 28, 2021

The latest estimate for the 2021 Projected General Fund Budget surplus is roughly \$400K. After discussion with our auditor, Maillie LLP, the best way to include any transfers of our 2021 Budget surplus in the 2021 actuals is to authorize the transfers and amounts, then include the transfers in our December 2021 month-end close. This should be done sometime in the first week of January 2022 and be back-dated for December 2021.

Without knowing the actual final dollar amount of the surplus at the moment, but being confident that the surplus will not be less than \$400K, I propose using %'s for allocation purposes. First, I recommend a transfer of 10%, or approximately \$40K, from the General Fund to the Capital Reserve Fund to cover an estimated change order from Total Site Development Inc. for the construction of the boardwalk pertaining to the Hershey's Mill Dam Project. Second, I recommend a transfer of 55%, or approximately \$220K, from the General Fund to the Infrastructure Sustainability Fund toward the estimated costs in 2022 of the Bow Tree Pond I rehabilitation project which are budgeted to come from said fund in order to maintain a fund balance of roughly \$1.250M. Third, I recommend a transfer of 25%, or approximately \$100K, from the General Fund to the Operating Reserve Fund to provide an 8% offset to the 2022 budgeted transfer from the Operating Reserve Fund to the Infrastructure Sustainability Fund. Maintaining a healthy Operating Reserve Fund is integral to providing emergency operational continuity for East Goshen Township in the event of future General Fund Budget shortfalls. The remaining 10%, or roughly \$40K, I recommend leaving in the General Fund balance.

Recommended motion: Mr. Chairman, I make the motion that we authorize the transfer of the 2021 General Fund Budget Surplus in the following amounts and to the following funds:

- **Capital Reserve Fund** – 10% of any final 2021 General Fund budget surplus.
- **Infrastructure Sustainability Fund** – 55% of any final 2021 General Fund budget surplus.
- **Operating Reserve Fund** – 25% of any final 2021 General Fund budget surplus.
- **General Fund** – 10% of any final 2021 General Fund budget surplus to remain in General Fund.

Memo

To: Board of Supervisors

From: Amanda Barlow

Re: Right-to-Know Quarterly Report

October-December 2021

Completed 10/13/2021

Connor Hoffman
1727 Towne Dr
West Chester, PA 19380

Mr. Hoffman submitted a Standard Right-To-Know Request form asking for building plans on file for 1727 Towne Dr. Derek Davis contacted Mr. Hoffman to let him know that we had the building plans here at the Township Building for him to review at his leisure. Mr. Hoffman stopped in on 10/13/2021 to review the plans.

Completed 10/13/2021

Anthony Giunta
705 Westtown Circle
West Chester, PA 19382

Mr. Giunta submitted a Standard Right-To-Know Request form asking for more information on the boundaries between the townhome developments of Audobon and Dutts Mill. Specifically, Mr. Giunta wanted to view both original surveys to discern the property boundaries between the developments, to focus on the ownership of the banks of the Chester Creek that flows between them. Derek Davis responded via e-mail to Mr. Giunta with an attachment as partial fulfillment of the request. Mr. Giunta also stopped in the Township Building to review plans and obtained/paid for copies of two of those said plans.

Completed 10/18/2021

Richard Lauria
705 Chelsea Circle
West Chester, PA 19380

Mr. Lauria submitted a Standard Right-To-Know Request form asking for all docs, correspondence, permits, drawings, and inspections for work done at 707 Chelsea Circle. Derek Davis responded to Mr. Lauria via e-mail letting him know the file for 707 Chelsea Circle is ready and at the front desk of the Township Building, which he can come in and inspect. However, the only copies that could be made are of the permits themselves and would cost \$0.25 per copy. Derek mentioned that Mark Gordon is out most of this week on vacation, but if Mr. Lauria had any specific questions that come from the file review, he would follow up with Code Enforcement as they did the permit processing and inspections.

Completed 11/3/2021

Brent Smith
1700 Cold Spring Road
Pottstown, PA 19465

Mr. Smith submitted a Standard Right-To-Know Request form asking for the following information for the location at 2 Waterview Rd:

1. Open building or fire code violations
2. Date of last fire safety inspection
3. Copy of occupancy permit
4. Compliance with local zoning ordinance (conforming use?)
5. USTs, HAZMAT response incidents, other environmental hazards

Mark Gordon responded to Mr. Smith via e-mail letting him know that we have received his request and responded to each item accordingly.

Completed 11/3/2021

Justin Meillier
1414 Bramble Lane
West Chester, PA 19380

Mr. Meillier submitted a Standard Right-To-Know Request form asking for the plot plan of his property at 1414 Bramble Lane, preferably one with topography lines indicated on it. Derek Davis responded to Mr. Meillier letting him know that he could stop in to the Township Building to view the property file folder and plans. Mr. Meillier stopped in to view the property file folder and wanted to have a copy of the plot plans. After Derek Davis spoke with the Township solicitor regarding making copies of the requested plans, Amanda Barlow reached out to Mr. Meillier via e-mail letting him know that due that per the conversation between Derek and our solicitor, due to the age of the plans and him being the homeowner it was determined that he is entitled to copies of the plans. In order for Mr. Meillier to obtain copies of the plans, he was to make payment of \$8.00 made out to East Goshen Township via check. Mr. Meillier agreed to this and the plans were given to him once payment had been made.

Completed 11/22/2021

Michelle New
401 City Avenue, Suite 901
Bala Cynwyd, PA 19004

Ms. New submitted a Standard Right-To-Know Request form requesting for all records related to any alleged violations of Township noise codes in East Goshen Township, associated with the Mariner East 2/2/X pipeline construction activities, by Sunoco Pipeline L.P. for the timeframe of February 2017 through the present date. Including, but not limited to, any citations issued, investigation documentation, engineering reports, e-mails, and any related correspondence. Derek Davis responded to Ms. New via e-mail on 10/19/2021 requesting the allowable RTK Law 30 day extension due to staffing issues. On 11/22/2021, Derek Davis contacted Ms. New via e-mail letting her know the RTK request is complete and the total is \$40.75 which can be paid via check made payable to East Goshen Township.

Completed 12/2/2021

Carolina Barrios
100 S. Military Trail, Suite 13 #4968
Deerfield Beach, FL 33423

Ms. Barrios submitted a Standard Right-To-Know Request form asking for any and all purchasing records from August 26, 2021 to current. Barbara Phillips responded to this request by uploading the requested information to the portal provided by the requestor.

Completed 12/10/2021

R. Russell Miller
1507 Wilson Lane
West Chester, PA 19380

Mr. Miller submitted a Standard Right-To-Know Request asking for copies of public records that pertain to the following sentence taken from the meeting minutes from the October 7, 2021 Park and Recreation Committee Meeting:

“After an analysis, it was decided that we only need 3 tennis courts”

Specifically, the following questions were asked by Mr. Miller:

1. Provide a copy of any and all correspondence related to the above mentions tennis court analysis.
2. Provide the tennis court data collection method(s) as well as the date(s) when this data was collected.
3. Provide the names of every person who was informed that data was to be collected along with the method used to inform these persons.
4. Provide the names of every person who participated in the analysis of the data referenced in number 2 above.
5. Provided the dollar amounts in revenue collected, by year, over the past three fiscal years in rental of:
 - a. East Goshen Township Park Tennis Courts
 - b. East Goshen Township Park Pickle Ball Courts
6. Provide the 2022 budget projected revenue for the rental of:
 - a. East Goshen Township Park Tennis Courts
 - b. East Goshen Township Park Pickle Ball Courts

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7. Provide any and all other information related to the determination that 3 tennis courts are appropriate for the East Goshen Township Park.

Derek Davis contacted Mr. Miller via e-mail with an attachment of the relevant documents in response to his RTK request.

Completed 12/13/2021

Nicole Williams
510 E Memorial Rd, Suite A-1
Oklahoma City, OK 73114

Ms. Williams submitted a Standard Right-to-Know Request form a zoning analysis of the property on behalf of their client at:

Waterview Apartments
2 Waterview Road
West Chester, PA 19380

There were many items listed in the request and Mark Gordon responded to Ms. Williams via e-mail and provided attachments of the requested information.