

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
TUESDAY, FEBRUARY 15, 2022
FINAL MINUTES**

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

Present: Chairman Michele Truitt; Vice Chairman John Hertzog; Members: Cody Bright (via phone), Mike Lynch, David Shuey; Township Manager Derek Davis; Finance Director Dave Ware; Senior Staff Accountant Chris Boylan; Fire Marshall Carmen Battavio; Chief Brenda Bernot; Goshen Fire Executive Director Grant Everhart; Tom Kilburn (Futurist), Erich Meyer (Conservancy).

Call to Order & Pledge of Allegiance:

Michele Truitt called the meeting to order at 7:00 p.m. Michele led the Pledge of Allegiance.

Mike asked for a moment of silence for military and first responders in our community. Mike requested special thoughts for Mark Miller's wife.

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

Chairman's Report:

- a. The Board met in executive session to discuss personnel and legal matters pertaining to the pipeline.
- a. Office will be closed on Monday, February 21, 2022 in recognition of President's Day.

Public Hearings:

Ordinance, resolution, and agreement approving collection procedures for unpaid municipal claims for delinquent accounts through Portnoff Law Associates.

Derek explained that this topic has been discussed in the past and the intention is to transfer the utility collection process to Portnoff. Attorney Bill Christman presented documents and explained the purpose of the assignment of delinquent utility accounts to Portnoff. The Ordinance was advertised in the Daily Local News on February 8, 2022.

Mike asked Mr. Christman for clarification on the township solicitor mentioned in the motion who would petition the Chester County Court of Common Pleas. Mr. Christman responded this refers to Portnoff.

Derek commented that Finance Department researched Portnoff and obtained outstanding feedback from other municipalities.

Mike explained this collection process is Portnoff's specialty. Mr. Christman added that his office does this work as well but supports the Township using Portnoff.

David made a motion to adopt an ordinance approving collection, procedures, appointment of special solicitor, interest assessment, credit card and debit card charges, and fees and costs to be added to the amount collected as part of unpaid municipal claims for delinquent account.

Mike seconded.

Motion passed 5-0.

David made a motion to adopt resolution 2022-04 authorizing the township solicitor to petition the Chester County Court of Common Pleas to pursue alternative means of service of writs of scire facias on delinquent sewer and refuse accounts.

Mike seconded.

Motion passed 5-0.

David made a motion to approve the agreement with Portnoff Law Associates, Ltd. for the collection of unpaid municipal claims on behalf of East Goshen Township.

Mike seconded.

Motion passed 5-0.

Emergency Services Reports:

Chief Bernot presented East Goshen Township January 2022 statistics. Chief encouraged residents to visit the WEGO website or Facebook account for important information about the community.

John asked about the PPU's at year end. Chief responded that PPU's run to Sept. Chief reported they were within ½ percent of the required ratio. Thornbury's PPU was within 50 hours, resulting in giving them 14 minutes of extra service per day.

Mike inquired about the 433 incidents investigated in East Goshen Township and what the balance of the 890 incidents. Chief responded and stated that a calls for service report is provided to the Board Chair.

Michele asked about a PECO representative soliciting after dark in Summit House recently. A resident contacted WEGO and they responded to investigate. Chief explained if there is ever a doubt, residents should call the police. Solicitation is allowed up until 8PM weekdays, 6PM weekends. Michele inquired how one would form a neighborhood watch. Chief replied formal neighborhood watches are not as successful as informal. Police have a camera registry and are active in Neighborhood Ring.

Russ Frank, 451 Gateswood, asked about catalytic converter thefts. Chief replied this is still happening, frequently at automotive repair shops. Russ asked additional questions regarding Ring and security.

Grant Everhart gave a Goshen Fire Company January 2022 monthly update. They started to staff a third ambulance to provide additional daytime service. Grant reported the subscription drive is underway and he gave an update on January donations.

Mike asked about key indicator percentages in report. Grant responded.

Cody thanked Grant for the subscription statistics.

Grant gave an update on Fire Company staffing.

Michele inquired about how many incidents of NARCAN were administered last month. Grant reported that overdoses include opioid, alcohol, and drugs. In 2021, there were 61 overdose responses, 22 in East Goshen Township. In January, 2022 there were 9 overdose responses, 5 in East Goshen Township.

Michele asked if Grant is interested in conducting a blood drive. Grant replied the Fire Company is hosting a blood drive on Sunday, March 13, 2022. Mike and Michele suggested advertising this on the Township website.

Carmen Battavio presented the January 2022 reports for Malvern Fire and Good Fellowship. Carmen also commented on hoarding concerns throughout the township from a safety standpoint. Carmen suggested that the Township provide education to help residents that if they see something, say something. Mike asked Carmen to differentiate between a collector versus a hoarder. Carmen explained hoarding conditions would include possible foul odor, exits blocked, clothing and debris on floor hindering navigating the home. Michele asked Carmen how many hoarding situations he has seen in East Goshen Township. Carmen responded 12-15. Mr. Christman added that the Township has a property maintenance code adopted and residents should contact the Codes Department to investigate. Derek replied it is difficult to investigate without a primary EMS or fire call. Mike asked if a nuisance code can include this issue. Attorney Christman responded the property maintenance code allows enforcement to clean up.

Michele would like Mark Gordon to report on how many situations he is aware of in the Township. Carmen added that the County EMS keeps a record of all known hoarders to assist and EMS responding.

Financial Report:

Dave Ware presented the January, 2022 financial report.

David asked about the Operating Reserve transfer and Dave responded this will be on the Treasurer's Report.

Approval of Minutes:

Mike explained the ABC groups presented their accomplishments in the past year and their goals for the upcoming year.

David made a motion to approve the minutes of January 25, 2022 (ABC Planning Session).

Cody seconded.

Motion carried 5-0.

Treasurer's Report:

Dave Ware presented the February 10, 2022 Treasurer's Report.

Mike asked about the \$1K BeeNet and the \$1,500 Seatrustit expenses. Dave responded the BeeNet expense is for email migration and Seatrustit is project management for cyber security and multi-factor authentication. Mike also inquired about the \$1,900 SPCA charge and whether any animals were identifiable so charge can be passed on to resident. Dave responded there were no identifiable animals and this charge includes the SPCA annual fee.

David made a motion to accept the receipts and approve the expenditures as presented in the Expenditure Register and as summarized in the February 10, 2022 Treasurer's Report.

Mike seconded.

Motion carried 5-0.

Old Business:

Consider grant application for pickleball/tennis court construction.

Derek explained this is a continuation of Jason Lang's recent presentation.

Mike made a motion authorizing a Chester County PPP application to support the Pickleball/Tennis Court renovation project and up to \$60,064 in local match.

John seconded.

John asked are we will definitely get this grant. Derek responded grants are never assured. However, with Jason's grant writing skills and grant administrator being active in pickleball, we have a good chance of receiving grant. Dave added that matching funds are budgeted.

Mr. Christman added that this action item includes a resolution to be signed by Board Chair.

Mike accepted this friendly amendment to authorize Board Chair to sign this resolution.

Motion carried 5-0.

New Business:

Discussion on preliminary Paoli Pike Trail (PPT) Alternate Route proposal.

Derek stated in the Fall, the Board had a conversation about a feasibility study for an alternate route. Following Board feedback, this is the first display of a potential alternate route. Derek explained the route(s) and provided a map depiction. Derek commented that there is a lot of floodplain in this area and DEP would be involved as a State project and erosion and sedimentation would be impacted.

Discussion followed.

David would like an estimate of alternate routes C1.1 & C1.2 and a route through the office park. He feels C1.2, with all the floodplains and boardwalks needed, could be astronomical.

Michele stated we would still need to acquire easements and that comes at a cost.

John commented it appears the route that Michele is suggesting is already paved part of the way. It would seem we could save some time and money going that route. John would like to drive the route with a couple of Board members and see how it looks.

Mike commented this will be a long conversation to construct this trail. Any costs mentioned tonight are for discussion purpose only. Grants would be sought. Mike feels instead of using the cart way, within the right of way, possibly create a trail in the grassy portion. There have been no formal conversations regarding new easements that would be needed. David likes the idea of a parallel cart way.

Discussion continued.

Derek is interested in requesting a back of the envelope estimate from Pennoni. John is in agreement but would like a time limit. Dave added we do not have anything budgeted and we have already incurred additional unbudgeted expenses.

John stated he feels this is infrastructure. Mike wondered if the reallocated funds from 2021 General Fund surplus could be reallocated for the soft costs in a 2022 budget amendment. David commented that the Infrastructure Sustainability Fund is intended for repairs to aging infrastructure and unforeseen situations. Mr. Christman added the current budget is locked in for the next six weeks or so.

John made a motion to allow Township Manager to work with Pennoni for a cost analysis and to obtain a back of the envelope cost estimate on alternate routes.

Mike inquired about what the right timing is to notify affected residents about possible easements for this potential Trail alternate route. Mr. Christman said the Township has no obligation to notify property owners at this time because of uncertainty. Derek feels, regardless of our obligation, we should pick a route before having conversations with residents.

Mike seconded.

Dan Truitt, 1430 Grand Oak, commented that there is already an access road planned on Linden Lane. Michele pointed out the route Dan is referring to on the map and feels this route should be researched as a possibility.

Motion carried 5-0.

Discussion on West Whiteland's Comprehensive Plan Update.

Derek explained it is standard to reach out to neighboring municipalities for input. Staff did not see any issues with this Plan.

David made a motion for the Board of Supervisors to support West Whiteland Township's efforts to amend their Land Use Plan and Map within their Comprehensive plan and authorize the Township Manager to send a letter to that effect.

John seconded.

Motion carried 5-0.

Discussion of Hershey's Mill Villages request for trail spur to East Goshen Park through Alcott Circle.

Derek commented this is a very preliminary request. Hershey's Mill Villages would like to create a trail along N. Chester Rd. and cross over to Alcott Cir. Alcott has an existing trail over to the Park. This is for discussion only.

Mike added details of his recent conversation with Ed McFalls from Hershey's Mill.

John feels Route 352 is a dangerous rode for walkers and bikers.

Michele asked how much a cross walk costs. Derek does not have that information, but estimates \$50-\$100K.

John offered an alternative to come down Route 352 to the intersection and cross. Michele commented easements would need to be acquired. Michele feels we should not consider feeder trails until the Paoli Pike Trail is completed. David concurred.

Jeff Smith, 1224 Princeton, leader of the Hershey's Mill bike club, feels there should be easy access to park and trails. Jeff suggested a trail along Route 352 with a gate at Alcott. Mike explained PennDOT has strict criteria about crossing state roads.

Cody echoed David's comment on feeder trails. He appreciates Hershey's Mill residents input.

Kelly Markus, 1190 Princeton, expressed appreciation for the Board discussing this topic.

Consider Community Day vendor approval.

Derek explained this is an annual item for Community Day, which is scheduled for June 25, 2022.

David made a motion to select Bixler Pyrotechnics and One Stop Party Shop for the above listed Community Day services.

Mike seconded.

Motion carried 5-0.

Consider chemical and sign bids.

Derek stated bids were opened on January 24, 2022.

Mike made a motion to award bids, as submitted, for H.A. Wiegand Inc. in the amount of \$13,540.55 and Univar Solutions USA in the amount of \$29,516.00.

David seconded.

Michele inquired about the street signs. Dave responded.

Motion carried 5-0.

Consider air compressor replacement purchase.

Derek commented current air compressor purchased in 1995 and is broken.

John asked if this is budgeted, Dave confirmed.

David made a motion to approve the purchase of an air compressor from Foley Cat in the amount of \$19,750.00.

John seconded.

Motion carried 5-0.

Consider applying for funds through a new state grant program for upcoming infrastructure projects.

Derek received an email last week regarding LSA program. This is a State grant opportunity, for up to \$1M, to be submitted before March 15, 2022. Derek feels this would include a match of up to 20%, which we have budgeted for the proposed projects anyway. Derek and staff discussed and proposed the items mentioned in this action item.

John asked if we should apply for the entire \$1M. Dave Ware suggested adding the sewer treatment plant UV Light for \$250K.

Mr. Christman pointed out the required minimum per project amount is \$25K.

David made a motion directing staff to apply for state grants through the local share account (LSA) program to be used for the upcoming projects:

Hershey's Mill Sewer Project (\$600,000 request from the grant program)

Bow Tree Pond Project (\$176,000 request from the grant program)

Mobile Cart AV Equipment (\$25,000 request from the grant program)

Sewer Treatment Plant UV Light (\$199,000 request from the grant program)

Mike seconded.

Motion carried 5-0.

Preliminary discussion on re-funding debt.

Dave Ware explained the Township's and Municipal Authority's current debt. He would like to engage with PFM to refund current debt in order to capitalize on lower interest rates. Dave communicated an estimated cost savings of \$235K over the life, net of the costs to refund debt.

David made a motion authorizing staff to engage PFM Financial Advisors LLC in the investigation of the possibility and cost/benefit of refunding Township and Municipal Authority debt.

John seconded.

Mike commented that the Township has AAA Bond rating due to excellent financial decisions.

Russ Frank, 452 Gateswood, inquired if the anticipated March interest rates increase could affect this refunding opportunity. Dave responded.

Motion carried 5-0.

Any Other Matter:

Derek is concerned that no Board members have access to Township phones. Under Right to Know legalities, Derek feels the Board should separate business versus personal means of communication.

Michele would like to receive Township emails on her phone.

David asked if the device is discoverable or just the particular account. Mr. Christman recommends separate devices and commented that it is risky to have on one device for business and personal information. He stated the Courts could seize a personal device if business information is included therein.

John asked how much this would cost. Dave Ware replied this depends on which provider we would use.

Mike suggested creating a policy regarding the use of Township phones strictly for business. Mr. Christman concurred.

On another matter, Michele acknowledged an email concern from a resident regarding door to door solicitation when they are on the "do not knock" list. Michele proposed reviewing and possibly revising the ordinance. Michele recommended not reissuing permits if complaints have been received.

Public Comment:

Russ Frank, 452 Gateswood, asked when he can voice his opinion/questions on the Paoli Pike Trial. Mike commented that he could email the Board his questions. It was suggested that Mr. Frank could also express his opinions and questions during the Board Meetings when Trail topics are being addressed.

Afrim Namani, 1537 Glenmont, stated that his mailbox was broken during a snowstorm. He feels the \$25 reimbursement is not acceptable because the repairs cost \$125. Michele commented \$25 is the policy for damaged mailbox. Mike explained further. Derek added that it was our Public Works Director's opinion that this mailbox was hit by snow. Mike suggested that staff take another look at this situation.

Liaison Reports: None

Correspondence, Reports of Interest:

Michele acknowledged receipt of a letter from Ms. Fastuka thanking Public Works staff for tending to the tree planted in son's memory.

Michele also acknowledged an email from Mr. Buonanno regarding pipeline.

Adjournment:

There being no further business, John made a motion to adjourn at 9:27 pm.

David seconded.

Motion carried 5-0.

Respectfully submitted,

Chris Boylan

Recording Secretary

Attached: February 10, 2022 Treasurer's Report

TREASURER'S REPORT		January 27, 2022 - February 10, 2022	
RECEIPTS AND BILLS			
GENERAL FUND			
Real Estate Tax	\$230.17	Accounts Payable	\$534,199.26
Earned Income Tax	\$772,993.55	Electronic Pmts:	
Local Service Tax	\$49,926.92	Credit Card	\$4,295.19
Transfer Tax	\$34,407.31	Postage	\$0.00
General Fund Interest Earned	\$182.35	Debt Service	\$0.00
Total Other Revenue	\$151,532.96	Payroll	\$158,333.04
		Yr End Transfers	-\$554,822.03
Total General Fund Receipts:	\$1,009,273.26	Total Expenditures:	\$142,005.46
STATE LIQUID FUELS FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
Interest Earned	\$0.00		
Total State Liquid Fuels Receipts:	\$0.00	Total Expenditures:	\$0.00
CAPITAL RESERVE FUND			
Receipts	\$0.00	Accounts Payable	\$59,355.69
Interest Earned	\$134.56	Yr End Transfers	\$61,646.89
Total Capital Reserve Fund Receipts:	\$134.56	Total Expenditures:	\$121,002.58
TRANSPORTATION FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
Interest Earned	\$46.29		
Total Transportation Fund Receipts:	\$46.29	Total Expenditures:	\$0.00
SEWER OPERATING FUND			
Receipts	\$311,235.79	Accounts Payable	\$197,226.61
Interest Earned	\$24.78	Electronic Pmts:	
		Credit Card	\$0.00
		Debt Service	\$0.00
Total Sewer Operating Fund Receipts:	\$311,260.57	Total Expenditures:	\$197,226.61
REFUSE FUND			
Receipts	\$76,832.96	Accounts Payable	\$0.00
Interest Earned	\$8.51	Credit Card	\$76,049.84
Total Refuse Fund Receipts:	\$76,841.47	Total Expenditures:	\$76,049.84
BOND FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
Interest Earned	\$11.51		
Total Bond Fund Receipts:	\$11.51	Total Expenditures:	\$0.00
SEWER CAPITAL RESERVE FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
Interest Earned	\$63.16		
Total Sewer Capital Reserve Fund Receipts:	\$63.16	Total Expenditures:	\$0.00
OPERATING RESERVE FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
Interest Earned	\$71.15	Yr End Transfers	-\$1,095,882.77
Total Operating Reserve Fund Receipts:	\$71.15	Total Expenditures:	-\$1,095,882.77
INFRASTRUCTURE SUSTAINABILITY FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
Interest Earned	\$0.00	Yr End Transfers	\$1,589,057.91
Total Infrastructure Sustainability Fund Receipts:	\$0.00	Total Expenditures:	\$1,589,057.91
ARPA - COVID RELIEF FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
Interest Earned	\$7.77		
Total ARPA - COVID Relief Fund Receipts:	\$7.77	Total Expenditures:	\$0.00