

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS
RE-ORGANIZATION & FORMAL MEETING
TUESDAY, January 3, 2023
FINAL MINUTES**

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

Present: Michele Truitt; John Hertzog, Members: Cody Bright, Mike Lynch, David Shuey; Township Manager Derek Davis; Finance Director Dave Ware; Senior Staff Accountant Chris Boylan; Erich Meyer (Conservancy).

Call to Order & Pledge of Allegiance:

Michele called the meeting to order at 6:00pm and led the Pledge of Allegiance.

Michele called for a moment of silence for all first responders and all those who we lost this past year.

Michele announced that the meeting is being livestreamed on YouTube.

Swearing In: None

Re-Organization Actions:

Mike commended Michele for the job she did as chairperson.

Elect Chairman: Michele nominated John Hertzog as Chairperson of the Board. Mike seconded.

The nomination passed 5-0.

Elect Vice Chairman: Cody nominated Mike Lynch as Vice Chairperson of the Board. David seconded.

The nomination passed 5-0.

Appoint Police Commissioner: David nominated Michele Truitt as Police Commissioner. Mike seconded.

The nomination passed 5-0.

Appoint Representative to Pension Committee: John nominated David Shuey to the Pension Committee. Michele seconded.

The nomination passed 5-0.

Appoint Representative to West Chester Area Council of Governments: Michele nominated Cody Bright to the West Chester Area Council of Governments. Mike seconded.

The nomination passed 5-0.

Michele made a motion to **Appoint Township Officials**, Items #1-13 as summarized below:

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 – Duane Brady
5. Building Inspectors – Kevin Rowley and Phillip Borawski
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 – Edward Kilgore
12. Delegate to the Chester County Tax Collection Committee – Dave Ware
13. Alternate Delegate to the Chester County Tax Collection Committee – Chris Boylan

Cody seconded.

Mike noted that Lamb McErlane kept rates steady. Pennoni raised rates 6% from last year and the Municipal Authority accepted that increase. Mike is comfortable with this increase as well. Michele does not have a problem with the increase this year, but would like staff to informally investigate other engineering firms' rates. Derek suggested a poll with surrounding townships. Mike suggested to let Pennoni know that the Board will accept their rates but will look at this closer next year. David asked Dave the 2023 budgeted amount for engineering. Dave responded \$60K.

The motion passed 5-0.

Re-appoint Township Employees for the 2023 calendar year

Mike made a motion to re-appoint the Township employees for the 2023 calendar year. David seconded.

The motion passed 5-0.

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 2023-1):

1. PLGIT-PA Local Government Investment Trust (Custodian - Wells Fargo NA.)
2. TD Bank
3. M&T Bank

Mike made a motion to appoint the above 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 2023-1). David seconded.

The motion passed 5-0.

Certify Delegates to the PSATS Convention

- Five Supervisors, Manager and Director of Finance will be affirmed as delegates.
- Voting Delegate: Derek Davis
- Alternate Voting Delegate: Dave Ware

Mike made a motion to certify Delegates to the PSATS Convention. Michele seconded.

The motion passed 5-0.

Confirm 2023 Holiday Schedule

Cody would like to add Juneteenth, 6/19 and Columbus Day/Indigenous Peoples' Day, 10/9.

Derek added this is in line with Federal holidays.

Cody made a motion to confirm the 2023 Holiday schedule and add Juneteenth, 6/19 and Columbus Day/Indigenous Peoples' Day, 10/9. David seconded.

Michele questioned whether one of these should be considered a floating holiday. Mike feels a floating holiday provides flexibility to staff. Derek clarified a floating holiday would be in addition to these two days. Derek feels the floating holiday would be an administrative issue and he is not in favor of this.

The motion passed 5-0.

Confirm 2023 Meeting Schedule

Michele made a motion to confirm the 2023 meeting schedule including the regular Board of Supervisors Meetings at 7PM on the 1st and 3rd Tuesday of each month and the

2nd, 4th, and 5th Tuesdays of the month as needed, along with the other meetings as will be advertised. David seconded.

The motion passed 5-0.

Confirm that Keystone Collection Agency is the Earned Income and Local Services Tax Collector for the Township

Mike made a motion to affirm Keystone Collection Agency as the EIT and LST Tax Collector for the Township. No motion needed because we are a member of Chester County Tax Collection Committee, which oversees this contract. David seconded.

The motion passed 5-0.

Appoint Maillie, LLP. as independent auditors for the Township

Michele made a motion to reappoint Maillie as independent auditors for the Township. Mike seconded.

Dave added that Maillie held 2023 rates the same as last year.

The motion passed 5-0.

Designate the Emergency Service Providers (Resolution 2023-02)

Michele made a motion to designate Emergency Services Providers, Resolution 2023-02. David seconded.

The motion passed 5-0.

Establish the 2023 Fee Schedule (Resolution 2023-03)

Derek noted a correction to the sewer fixed rate. The correct rate is \$55.61, not \$35.61.

Michele made a motion to adopt Resolution 2023-03, the 2023 fee schedule, as corrected. Mike seconded.

John asked where this is posted. Derek responded this information is included in permit packages and will be updated on the website.

The motion passed 5-0.

Authorize participation in the Delaware Valley Workers' Compensation Trust (DVWCT).

Mike made a motion to authorize participation in the Delaware Valley Workers' Compensation Trust. David seconded.

The motion passed 5-0.

John announced the continuance of all other applicable resolutions that were adopted previously

Chairman's Report

John announced:

- The Annual ABC Planning Session will be held on Tuesday, January 31, 2023 at 6:30 PM.
- 2023 starts the new 3 year cycle for trash and recycling days. Residents currently on the Monday (trash & recycling) and Thursday (trash only) cycle will move to Tuesday (trash & recycling) and Friday (trash only), and vice versa.

David asked if changing collection dates is necessary. Derek responded it was designed for fairness throughout the Township, however, for the next trash collection contract; Derek would like to have standard collection days for the entire Township.

Emergency Services Reports - None

Financial Report - None

Approval of Minutes

Cody made a motion to approve the minutes of December 6, 2022 and December 20, 2022. Mike seconded.

The motion passed 5-0.

Approval of Treasurer's Reports

Dave Ware presented the December 29, 2022 Treasurer's Report.

Michele made a motion to accept the receipts and approve the expenditures as presented in the Expenditure Register and as summarized in the December 29, 2022 Treasurer's Report. David seconded.

Michele asked if the \$28K Public Official Liability Insurance expense covers Board of Supervisors only. David responded.

John asked when a year-end report would be available. Dave responded this should be available at the next Board meeting.

The motion passed 5-0.

Public Hearing - None

Old Business - None

New Business:

Consider ABC Appointments

Cody made a motion to make the following appointments:

Name	Board
Dan Flynn	Conservancy Board
Karen Martynick	Conservancy Board
Erich Meyer	Conservancy Board
Bryan Hutchinson	ESAC
Mary Kreuger	ESAC
Christine McCormick	ESAC
Kishor Thakarar	Parks and Recreation
John McDonough	PTF
Paul Kersavage	PTF
Ernest Harkness	Planning Commission
Mike Koza	Planning Commission
John Stipe	Planning Commission

David seconded.

The motion passed 5-0.

Consider Board Liaisons

Derek provided a list of Board Liaisons.

David made a motion to appoint the following:

Cody	Futurist Committee
Mike	Municipal Authority, Planning Commission
John	Parks & Rec Commission, Historical
David	ESAC, Pipeline Task Force
Michele	Conservancy

Michele seconded.

David would like to present a Pension Committee update as important items are discussed under Liaison Reports at Board Meetings. He encouraged other Board members to do the same if something imperative is discussed at ABC meetings.

The motion passed 5-0.

Consider 2023 Group Bids

Cody thanked Mark Miller for investigating these bids.

Cody made a motion to award the following 2023 bids as recommended by staff:

Fuel: Rhoads Energy/dba Reilly & Sons Total Bid \$48,604.00.

Rental Equipment without Operators: Foley Inc. \$22,160.00/weekly, \$54,750.00/monthly.
Signs and Posts: Garden State Highway Products \$9,214.95.
Milling Machine Rental: Groff Tractor Mid Atlantic \$9,000/one week rental, \$18.000/10 day rental.
Tri-Axle Dump Truck Rental: Feters Trucking \$95/hour and DiStephano Landscape \$105/hour.
All Terrain Crawler Carriers: Groff Tractor Mid Atlantic \$3,700/weekly, \$11.000/monthly. X two machines \$7,400/weekly, X two machines \$22.000/monthly.
Rock Crusher: Groff Tractor Mid Atlantic \$10,833/weekly, \$32,500/monthly.

Michele seconded.

Michele commented that we would share vendors with Uwchlan Township. Mike added these figures represent bid figures, not absolute numbers to be expended. These expenses are on a demand basis.

The motion passed 5-0.

Consider approval of Jim Benoit, Thornbury Supervisor, as 3rd WEGO Commission member

Mike made a motion to approve Jim Benoit, Thornbury Supervisors, as third WEGO Commission member for 2023. David seconded.

Michele commented that this is the year that East Goshen could potentially appoint a person, but it cannot be an East Goshen Township or Westtown Township resident.

Mike asked if it could be someone from another township. Derek and Michele confirmed. John added that this position has always been someone from Thornbury Township. Mike commented that he feels when a municipality is purchasing services from a Police organization and the investing entities are incorporated, such as Westtown and East Goshen, that another party such as Thornbury should not have a place on the commission. John inquired that if we do not add a Thornbury person, how a tie would be broken. Mike added that Lower Merion has an even number of Board members. David stated he believes some form of arbitration would result in event of a tie.

The motion carried 5-0.

Consider recommendation for 2022 Budget Surplus

Dave estimates there will be a minimum of \$500K surplus.

John asked about the cost of Milltown Dam. Dave responded estimates are almost \$5M. There are Bond and grant funds for this project, but we need to find almost \$2M. Mike added grants are a double-edge sword because of their requirements. Derek added that the

bid documents are being strategized to include work requirements from Army Corp and DEP.

Michele asked about the WEGO surplus. Dave responded it is approximately \$50-70K.

Michele made a motion to authorize the transfer of the 2022 General Fund Budget Surplus in the following amounts and to the following funds:

- Capital Reserve Fund: 50% of any final 2022 General Fund budget surplus.
- Infrastructure Sustainability Fund: 40% of any final 2022 General Fund budget surplus.
- General Fund: 10% of any final 2022 General Fund budget surplus to remain in General Fund.

Cody seconded.

David added there is nothing allocated in the 2023 budget for an alternative Paoli Pike Trail. He is interested in completing section B of the Trail up to the Hicks property. Mike is supportive of David's comments. John is supportive of the alternate trail and would like to look at section B again. Michele added that she feels this should come from Infrastructure Sustainability Fund in the future. She cautioned to be very careful about obtaining grant funds due to strings attached. Michele added that she feels the \$500K surplus would have covered next year's budget shortfall. Cody asked what the estimate was for the alternative trail and the Milltown Dam. David added the estimate is \$700K to \$1.2M for Section B alternative Paoli Pike trail section.

The motion passed 5-0.

Any Other Matter: None

Public Comment:

Russ Frank, 452 Gateswood, reminded the Board that they represent the citizens and he added his observations of the past three elections and the percentages of conservative votes. He does not feel the Board is representing the citizens.

Correspondence: None

Adjournment:

There being no further business, Michele motioned to adjourn at 7:08 pm. Cody seconded.

The motion passed 5-0.

Respectfully submitted,
Chris Boylan
Recording Secretary

Attached: December 29, 2022 Treasurer's Report

TREASURER'S REPORT		December 15, 2022 - December 29, 2022	
RECEIPTS AND BILLS			
GENERAL FUND			
Real Estate Tax	\$9,916.88	Accounts Payable	\$195,749.55
Earned Income Tax	\$8,600.00	Electronic Pmts:	
Local Service Tax	\$0.00	Debt Service	\$0.00
Transfer Tax	\$0.00	Payroll	\$196,192.58
<i>General Fund Interest Earned</i>			
Total Other Revenue	\$20,667.00		
Total General Fund Receipts:	\$39,183.88	Total Expenditures:	\$391,942.13
STATE LIQUID FUELS FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
<i>Interest Earned</i>	\$0.00		
Total State Liquid Fuels Receipts:	\$0.00	Total Expenditures:	\$0.00
CAPITAL RESERVE FUND			
Receipts	\$0.00	Accounts Payable	\$36,431.50
<i>Interest Earned</i>	\$0.00		
Total Capital Reserve Fund Receipts:	\$0.00	Total Expenditures:	\$36,431.50
TRANSPORTATION FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
<i>Interest Earned</i>	\$0.00		
Total Transportation Fund Receipts:	\$0.00	Total Expenditures:	\$0.00
SEWER OPERATING FUND			
Receipts	\$33,251.20	Accounts Payable	\$67,374.86
<i>Interest Earned</i>	\$0.00	Electronic Pmts:	
		Debt Service	\$0.00
Total Sewer Operating Fund Receipts:	\$33,251.20	Total Expenditures:	\$67,374.86
REFUSE FUND			
Receipts	\$16,281.19	Accounts Payable	\$18,821.98
<i>Interest Earned</i>	\$0.00		
Total Refuse Fund Receipts:	\$16,281.19	Total Expenditures:	\$18,821.98
BOND FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
<i>Interest Earned</i>	\$0.00		
Total Bond Fund Receipts:	\$0.00	Total Expenditures:	\$0.00
SEWER CAPITAL RESERVE FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
<i>Interest Earned</i>	\$0.00		
Total Sewer Capital Reserve Fund Receipts:	\$0.00	Total Expenditures:	\$0.00
OPERATING RESERVE FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
<i>Interest Earned</i>	\$0.00		
Total Operating Reserve Fund Receipts:	\$0.00	Total Expenditures:	\$0.00
INFRASTRUCTURE SUSTAINABILITY FUND			
Receipts	\$0.00	Accounts Payable	\$0.00
<i>Interest Earned</i>	\$0.00		
Total Infrastructure Sustainability Fund Receipts:	\$0.00	Total Expenditures:	\$0.00
ARPA - COVID RELIEF FUND			
Receipts	\$0.00	Accounts Payable	\$6,715.56
<i>Interest Earned</i>	\$0.00		
Total ARPA - COVID Relief Fund Receipts:	\$0.00	Total Expenditures:	\$6,715.56