

**AGENDA**  
**EAST GOSHEN TOWNSHIP**  
**BOARD OF SUPERVISORS**  
**1580 Paoli Pike, 2<sup>nd</sup> Floor**  
**Tuesday, September 19, 2023**  
**7:00 PM**

To Join Zoom Meeting:

Link: <https://us02web.zoom.us/j/81923516624>

Dial In Number: 1 929 205 6099

Meeting ID: 819 2351 6624

During this *hybrid* BOS meeting, public comment will be handled as follows:

- The Zoom public is asked to remain muted during the meeting when the Board is talking.
  - If you do not wish to be seen on the Board Room TVs or the YouTube Recording, your camera must be turned off via Zoom.
  - In-person public participants will be given the *first* opportunity to comment and ask questions on each agenda item that requires a Board vote.
  - The Zoom public participants will be given the *second* opportunity to comment and ask questions on each agenda item that requires a Board vote.
    - Zoom participants wishing to comment must raise their hand icon, state their name, and must speak one at a time.
1. Call to Order (7:00 PM)
  2. Pledge of Allegiance
  3. Moment of Silence  
Announce that this meeting is being recorded via Zoom. A recording will be uploaded later to the Township's YouTube channel for viewing.
  4. Chairman's Report (7:05 PM to 7:10 PM)
    - a. The board met in executive session prior to this meeting in order to discuss personnel and legal matters.
  5. Emergency Services Reports (7:10 Pm to 7:15 PM)
    - a. WEGO – Chief Brenda Bernot
    - b. Goshen Fire Co – August 2023
    - c. Malvern Fire Co – August 2023
    - d. Good Fellowship – August 2023
  6. Public Hearings - None
  7. Financial Report – As of August 31, 2023 (7:15 PM to 7:20 PM)
  8. Approval of Minutes and Treasurer's Report (7:20 PM to 7:25 PM)
    - a. Minutes – August 15th
    - b. Treasurer's Report – August 31, 2023 to September 14, 2023
  9. Old Business - None
  10. New Business
    - a. 2024 Preliminary Budget presentation – 5 Year Capital Improvement Plan and All Other Funds. (7:25 PM to 7:55 PM)
    - b. Discussion and possible approval of a *Recycling Partnership* grant for the upcoming recycling bin distribution project. (7:55 PM to 8:00 PM)
    - c. Approval of Resolution 2023-11 establishing a new recording secretary. (8:05 PM to 8:10 PM)
    - d. Discussion on the November meeting schedule. (8:10 PM to 8:15 PM)

11. Standing Issues/Projects (8:15 PM to 8:20 PM)
  - a. Milltown Dam Project
  - b. Milltown Pocket Park
  - c. Bow Tree Pond
12. Any Other Matter
13. Public Comment (8:20 PM to 8:40 PM)
14. Liaison Reports
15. Correspondence, Reports of Interest.
16. Adjournment (8:40 PM)

#### Meetings & Dates of Importance

<i>Date</i>	<i>Meeting</i>	<i>Time</i>
September 21	Futurist Committee	7:00pm
September 25	ESAC	6:30pm
September 26	Planning Commission	7:00pm
October 3	Board of Supervisors	7:00pm
October 5	Park & Rec Commission	7:00pm
October 9	Township Office Closed	
October 11	Conservancy Board	7:00pm
October 12	Pipeline Task Force	5:30pm
October 17	Board of Supervisors	7:00pm
October 18	Futurist Committee	7:00pm
October 23	ESAC	6:30pm
October 24	Planning Commission	7:00pm
November 2	Parks and Rec Commission	7:00pm
November 7	Board of Supervisors	7:00pm
November 8	Conservancy Board	7:00pm
November 9	Pipeline Task Force	5:30pm
November 10	Township Office Closed	
November 13	Municipal Authority	7:00pm
November 16	Futurist Committee	7:00pm
November 21	Board of Supervisors	7:00pm
November 23-24	Township Office Closed	
November 27	ESAC	6:30pm
November 28	Planning Commission	7:00pm
December 5	Board of Supervisors	7:00pm

# Goshen Fire Company Monthly Operations Report

## August 2023



### Monthly Overview

Fire calls continue to run higher than last year, due to increases in all townships except Westtown. East Goshen is 49% above last year, primarily due to increases in all categories but primarily AFA's.

EMS calls are steady at 5% above last year.

The 2023 Goshen Country Fair was a success - we enjoyed 6 nights of good weather and a great turnout from the community.

Fire Responses per Municipality	Monthly Responses	Monthly Manhours	YTD 2023 Responses	YTD 2023 Manhours	YTD 2022 Responses	YOY Variance
East Goshen	19	94	192	612	129	49%
West Goshen	17	60	144	394	131	10%
Westtown	10	27	46	141	51	-10%
Willistown	3	5	28	91	26	8%
Other	4	15	46	167	42	10%
<b>Total - Fire</b>	<b>53</b>	<b>201</b>	<b>456</b>	<b>1405</b>	<b>379</b>	<b>20%</b>

Fire Police Responses per Municipality	Monthly Responses	Monthly Manhours	YTD 2023 Responses	YTD 2023 Manhours	YTD 2022 Responses	YOY Variance
East Goshen	6	94	67	316	64	5%
West Goshen	11	60	79	218	77	3%
Westtown	3	27	39	153	43	-9%
Willistown	2	5	27	113	24	13%
Other	2	15	40	146	37	8%
<b>Total - Fire Police</b>	<b>24</b>	<b>201</b>	<b>252</b>	<b>946</b>	<b>245</b>	<b>3%</b>

EMS Responses per Municipality	Monthly Responses	Monthly Manhours	YTD 2023 Responses	YTD 2023 Manhours	YTD 2022 Responses	YOY Variance
East Goshen	200	380	1433	2370	1317	9%
West Goshen	137	210	1089	1586	1006	8%
Westtown	33	52	264	426	266	-1%
Willistown	25	44	179	337	209	-14%
Other	11	13	120	140	129	-7%
<b>Total - EMS</b>	<b>406</b>	<b>699</b>	<b>3085</b>	<b>4859</b>	<b>2927</b>	<b>5%</b>

Total Responses per Municipality	Monthly Responses	Monthly Manhours	YTD 2023 Responses	YTD 2023 Manhours	YTD 2022 Responses	YOY Variance
East Goshen	225	568	1692	3298	1510	12%
West Goshen	165	330	1312	2198	1214	8%
Westtown	46	106	349	720	360	-3%
Willistown	30	54	234	541	259	-10%
Other	17	43	206	453	208	-1%
<b>Total - Goshen Fire Company</b>	<b>483</b>	<b>1101</b>	<b>3793</b>	<b>7210</b>	<b>3551</b>	<b>7%</b>

# Goshen Fire Company Monthly Operations Report

## August 2023



### Monthly Updates

#### Key Indicators

Patients Treated	337	
Patients 65 and Over	258	77%
EMS Calls to Assisted Living and Retirement Facilities	195	48%
Automatic Fire/CO Alarms	26	49%

#### Major Incidents

Building Fire - 499 Quarry Rd - East Caln	8/8/2023
Roof Rescue - 1470 Johnny's Way - Westtown	8/9/2023

#### Events

Goshen Country Fair	7/31-8/5
East Goshen Community Day	8/26/2023

#### Fundraising Activities

15 Week Club Raffle	Underway
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#### Personnel Updates

None	
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#### Apparatus Updates

None	
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# Goshen Fire Company Monthly Automatic Alarm Report

August 2023

DATE	ADDRESS	TOWNSHIP	INCIDENT TYPE	# Calls This Year	# Calls Last 12 Mos.
8/1/2023	908 GATES DR	East Goshen	730 - System malfunction, other	2	2
8/3/2023	822 COTTONWOOD DR	East Goshen	735 - Alarm system sounded due to malfunction	1	1
8/4/2023	1302 GOSHEN PKWY	East Goshen	745 - Alarm system activation, no fire - unintentional	1	1
8/9/2023	1361 BOOT RD	East Goshen	745 - Alarm system activation, no fire - unintentional	11	12
8/10/2023	1615 E BOOT RD	East Goshen	745 - Alarm system activation, no fire - unintentional	10	13
8/10/2023	1361 BOOT RD	East Goshen	745 - Alarm system activation, no fire - unintentional	11	12
8/15/2023	1615 E BOOT RD	East Goshen	735 - Alarm system sounded due to malfunction	10	13
8/24/2023	1332 ENTERPRISE DR	East Goshen	745 - Alarm system activation, no fire - unintentional	1	1
8/25/2023	814 N CHESTER RD	East Goshen	735 - Alarm system sounded due to malfunction	1	1
8/28/2023	1240 WATERFORD RD	East Goshen	736 - CO detector activation due to malfunction	1	1
8/1/2023	1050 ANDREW DR	West Goshen	735 - Alarm system sounded due to malfunction	1	1
8/2/2023	1155 PHOENIXVILLE PIKE	West Goshen	735 - Alarm system sounded due to malfunction	5	5
8/3/2023	200 LAWRENCE DR	West Goshen	745 - Alarm system activation, no fire - unintentional	2	2
8/8/2023	500 Ellis LN	West Goshen	743 - Smoke detector activation, no fire - unintentional	5	7
8/9/2023	1190 MCDERMOTT DR	West Goshen	714 - Central station, malicious false alarm	1	1
8/20/2023	1015 WEST CHESTER PIKE	West Goshen	735 - Alarm system sounded due to malfunction	1	1
8/23/2023	1025 PAOLI PIKE	West Goshen	731 - Sprinkler activation due to malfunction	3	5
8/24/2023	1025 PAOLI PIKE	West Goshen	745 - Alarm system activation, no fire - unintentional	3	5
8/26/2023	101 N FIVE POINTS RD	West Goshen	745 - Alarm system activation, no fire - unintentional	2	2
8/31/2023	1035 SAUNDERS LN	West Goshen	735 - Alarm system sounded due to malfunction	2	2
8/2/2023	1011 SHILOH RD	Westtown	743 - Smoke detector activation, no fire - unintentional	1	1
8/7/2023	6 CAVANAUGH CT	Westtown	745 - Alarm system activation, no fire - unintentional	1	1

DATE	ADDRESS	TOWNSHIP	INCIDENT TYPE	# Calls This Year	# Calls Last 12 Mos.
8/14/2023	1505 CARTER PL	Westtown	733 - Smoke detector activation due to malfunction	2	2
8/28/2023	1505 CARTER PL	Westtown	743 - Smoke detector activation, no fire - unintentional	2	2
8/31/2023	1470 JOHNNYS WAY	Westtown	733 - Smoke detector activation due to malfunction	1	1
8/21/2023	4003 TALL OAKS LN	Willistown	745 - Alarm system activation, no fire - unintentional	1	1
26				06-Sep-23	8:58:48 AM

# **Malvern Fire Company EMS Monthly Report**



**August 2023**

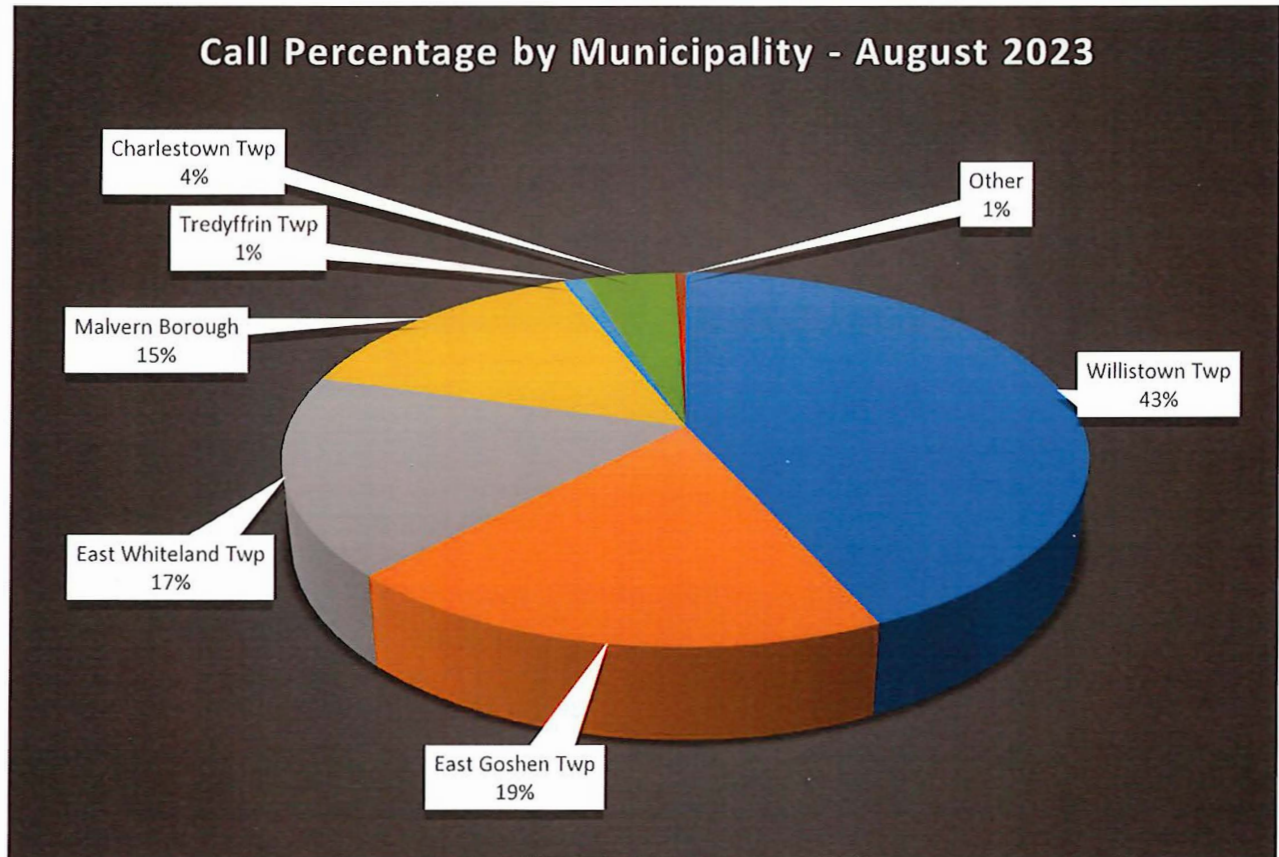


Malvern Fire Company  
Emergency Medical Service  
August 2023 Monthly Report

**August 2023 Total Responses: 185**

**August 2022 Total Responses: 164**

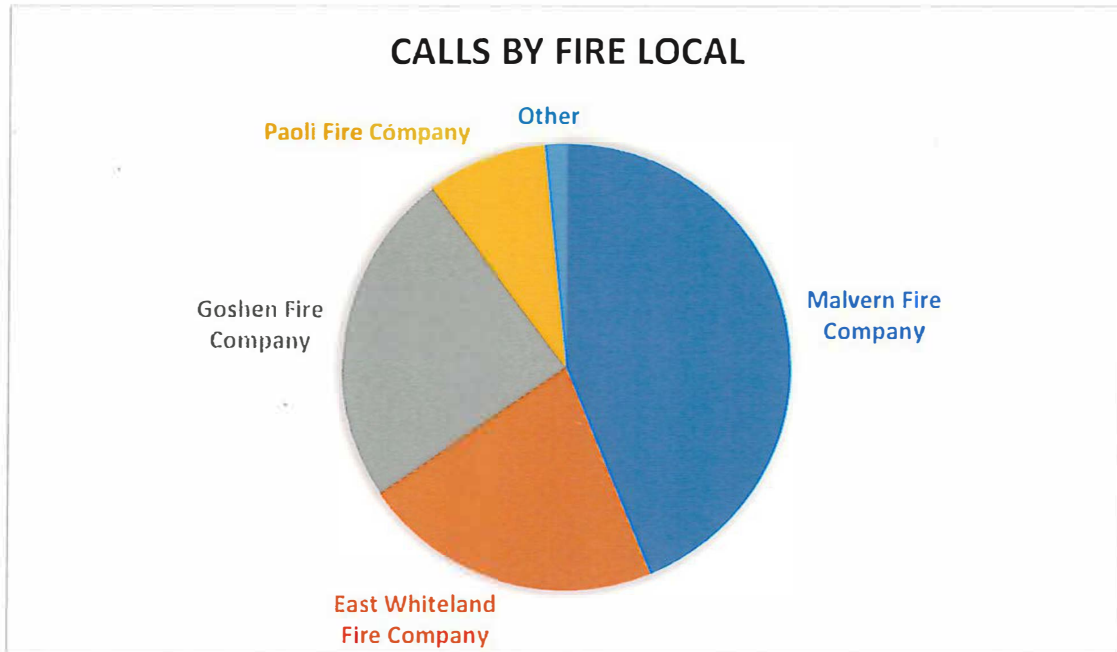
**2023 Year-to-date Total Responses: 1,383**



Municipality	Monthly Responses	YTD Responses	YTD %
<a href="#">Willistown Twp</a>	80	588	42.5%
<a href="#">East Whiteland Twp</a>	32	272	19.7%
<a href="#">East Goshen Twp</a>	35	254	18.4%
<a href="#">Malvern Borough</a>	27	183	13.2%
<a href="#">Charlestown Twp</a>	8	36	2.6%
<a href="#">Tredyffrin Twp</a>	2	22	1.6%
<a href="#">Other</a>	1	28	2.0%
<b>Total</b>	<b>185</b>	<b>1383</b>	<b>100.0%</b>



Malvern Fire Company  
Emergency Medical Service  
August 2023 Monthly Report

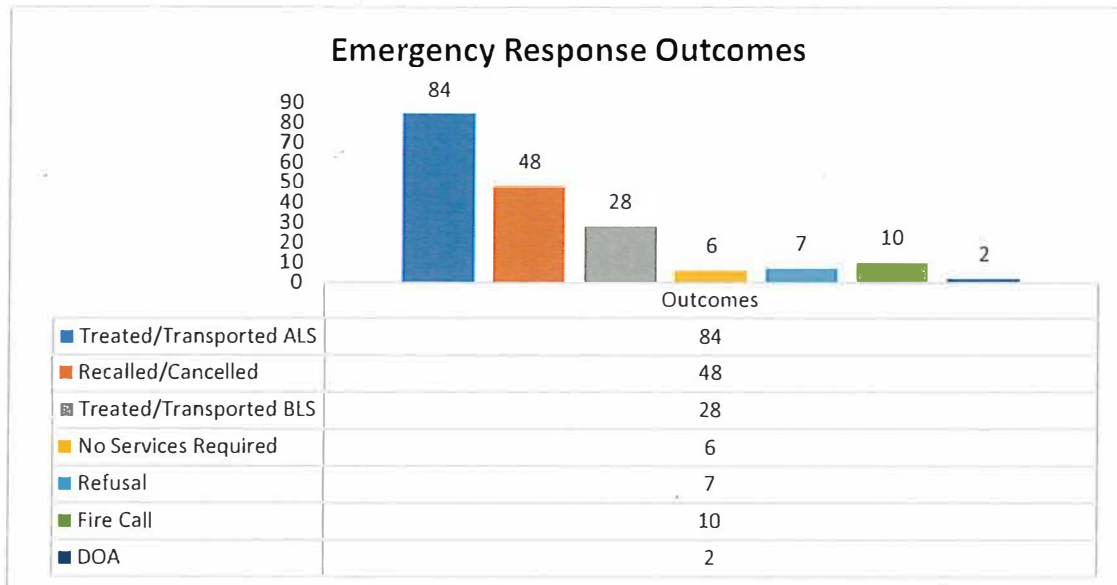


**Calls by Fire Local:**

Fire Company	Month	YTD	YTD %
Malvern Fire Company	81	635	45.9%
East Whiteland Fire Company	40	314	22.7%
Goshen Fire Company	45	268	19.4%
Paoli Fire Company	16	124	9.0%
Other	3	42	3.0%
Total	185	1383	100%



Malvern Fire Company  
Emergency Medical Service  
August 2023 Monthly Report



**Transport Destinations**

Hospital:	Month	YTD	YTD %
Paoli Hospital	89	679	84.8%
Chester County Hospital	18	90	11.2%
CHOP – King of Prussia	0	14	1.7%
Bryn Mawr Hospital	3	13	1.6%
A.I. Dupont	0	1	0.1%
Riddle Hospital	1	2	0.2%
Phoenixville Hospital	1	1	0.1%
Lankenau Med. Ctr	0	1	0.1%
<b>Total</b>	<b>112</b>	<b>801</b>	<b>100.0%</b>



Malvern Fire Company  
Emergency Medical Service  
August 2023 Monthly Report

### Responses by Vehicle

Unit	Unit	Month	YTD	YTD %
MIC041	ALS Ambulance (EMT and Paramedic)	90	568	41.1%
MIC042	ALS Ambulance (EMT and Paramedic)	14	432	31.2%
MED041	ALS Aid Car (Paramedic Only)	58	248	17.9%
MED042	ALS Aid Car (Paramedic Only)	1	12	0.9%
AMB041	BLS Ambulance (EMT and EMT)	16	59	4.3%
AMB042	BLS Ambulance (EMT and EMT)	6	64	4.6%
Total		185	1383	100%

\*\*AMB and MIC are the same vehicle with different identifier based on staffing level

### Response by Crew Type

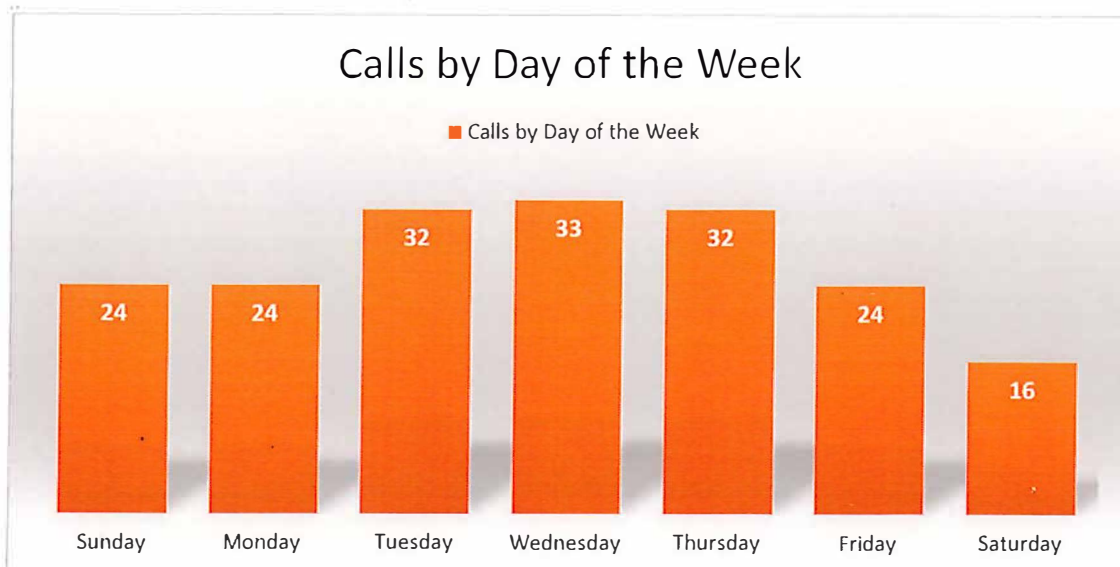
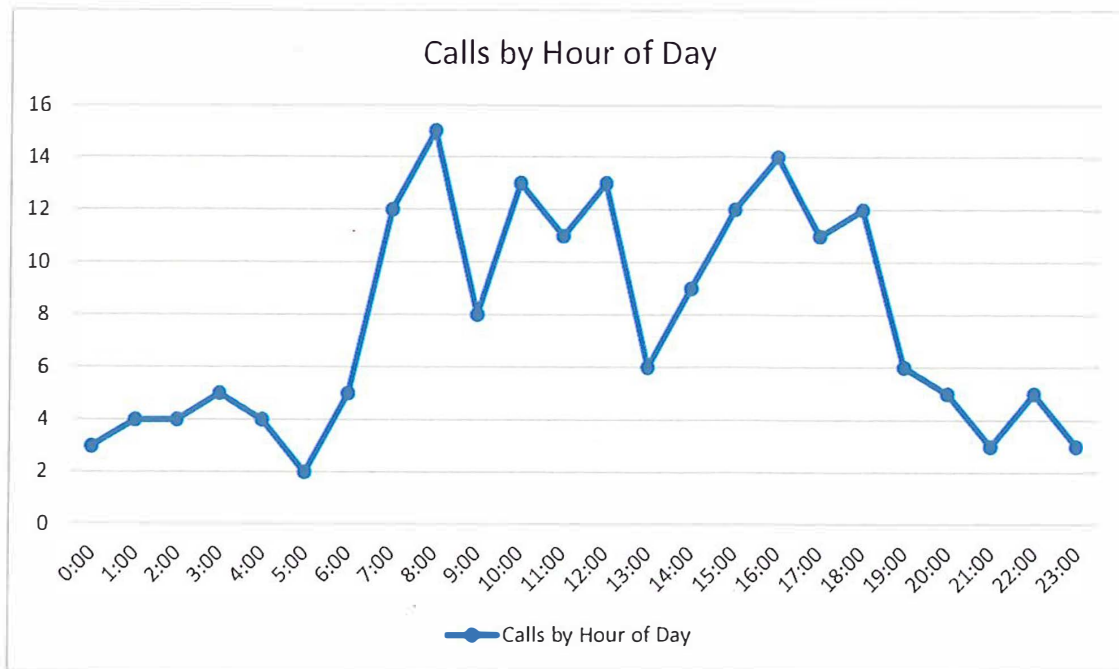
Unit	Month	YTD	YTD %
ALS Ambulance (EMT and Paramedic)	104	1000	72.3%
ALS Aid Car (Paramedic Only)	59	260	18.8%
BLS Ambulance (EMT and EMT)	22	123	8.9%
Total	185	1383	100%

### ALS Ambulance Response Type

Unit	Month	YTD	YTD %
ALS Assist	32	374	37.4%
ALS Transport	42	342	34.2%
BLS Transport	30	284	28.4%
Total	104	1000	100%



Malvern Fire Company  
Emergency Medical Service  
August 2023 Monthly Report





# August 2023

## EAST GOSHEN TOWNSHIP

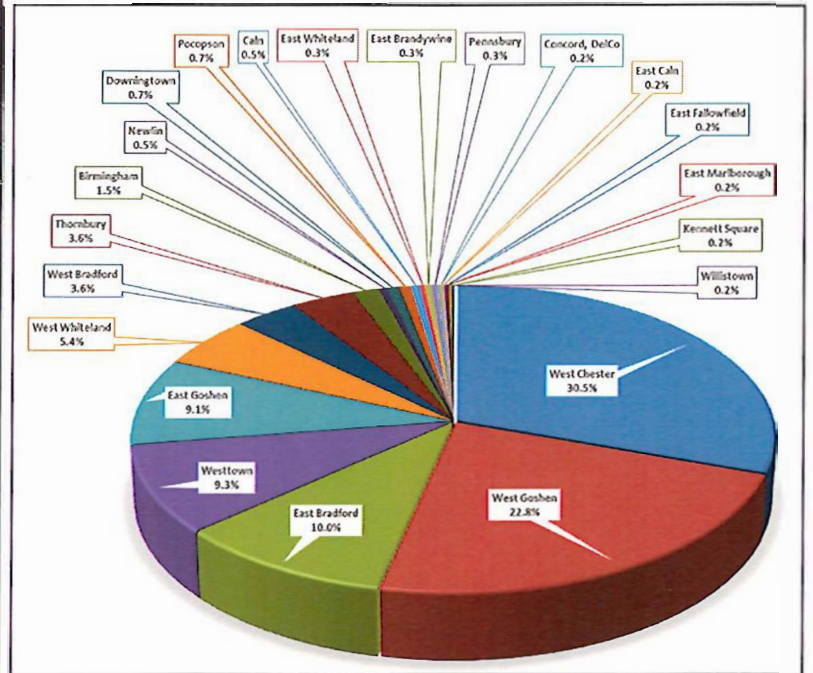
	2022	2023	YOY Variance
JAN	59	84	42%
FEB	54	50	-7%
MAR	47	61	30%
APR	50	52	4%
MAY	45	71	58%
JUN	49	61	24%
JUL	60	51	-15%
AUG	59	56	-5%
SEP	39		
OCT	61		
NOV	50		
DEC	88		
	661	486	Year Avg: 16.4%



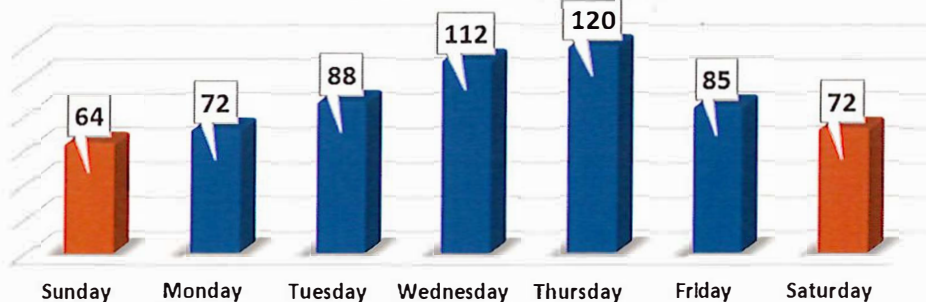
***August 2023***  
**OPERATIONS REPORT**

## CALL VOLUME

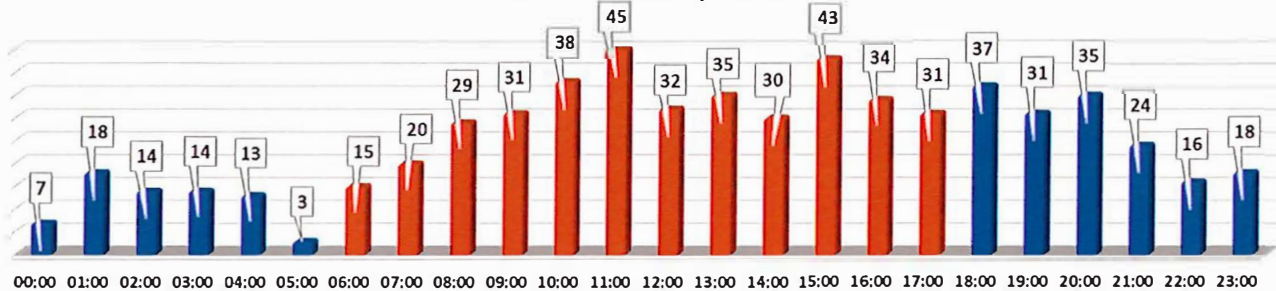
Municipality	Month	% of Calls	YTD
West Chester	187	30.5%	1381
West Goshen	140	22.8%	1218
East Bradford	61	10.0%	574
Westtown	57	9.3%	456
East Goshen	56	9.1%	458
West Whiteland	33	5.4%	240
West Bradford	22	3.6%	229
Thornbury	22	3.6%	125
Birmingham	9	1.5%	53
Newlin	3	0.5%	30
Downingtown	4	0.7%	
Pocopson	4	0.7%	
Caln	3	0.5%	
East Whiteland	2	0.3%	
East Brandywine	2	0.3%	
Pennsbury	2	0.3%	
Concord, DelCo	1	0.2%	
East Caln	1	0.2%	
East Fallowfield	1	0.2%	
East Marlborough	1	0.2%	
Kennett Square	1	0.2%	
Willistown	1	0.2%	
	<b>613</b>		



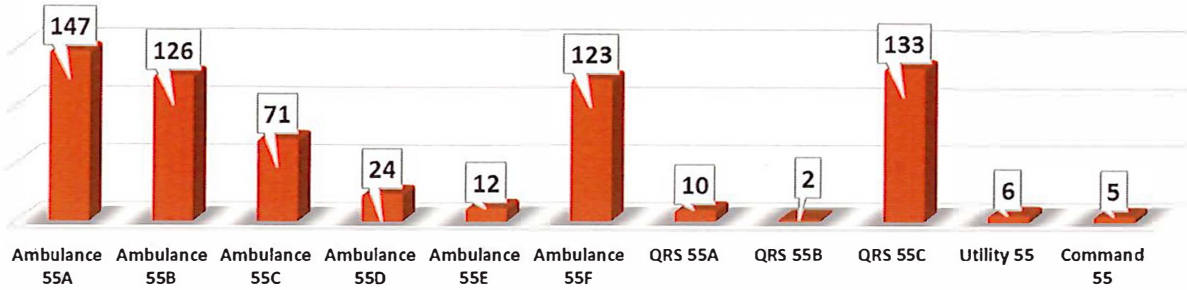
Call Volume By Day of Week



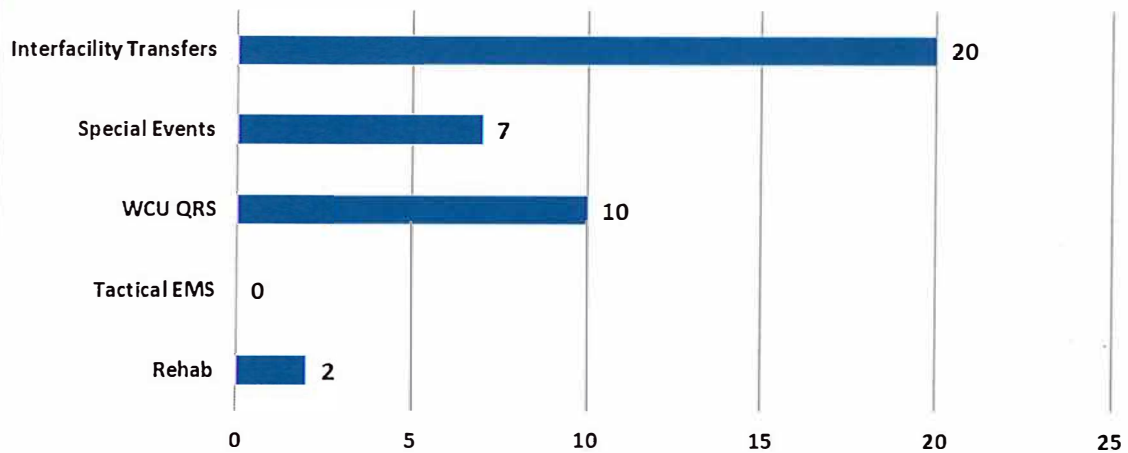
Call Volume By Hour



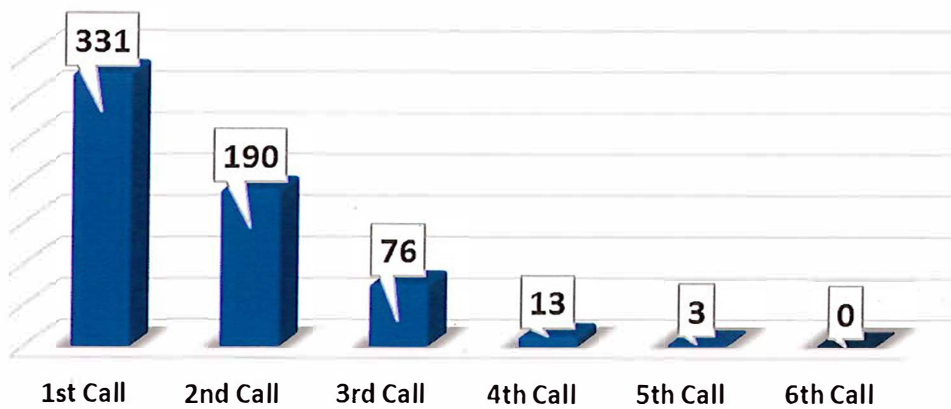
### Call Volume By Vehicle



### Interfacility Transports & Special Operations



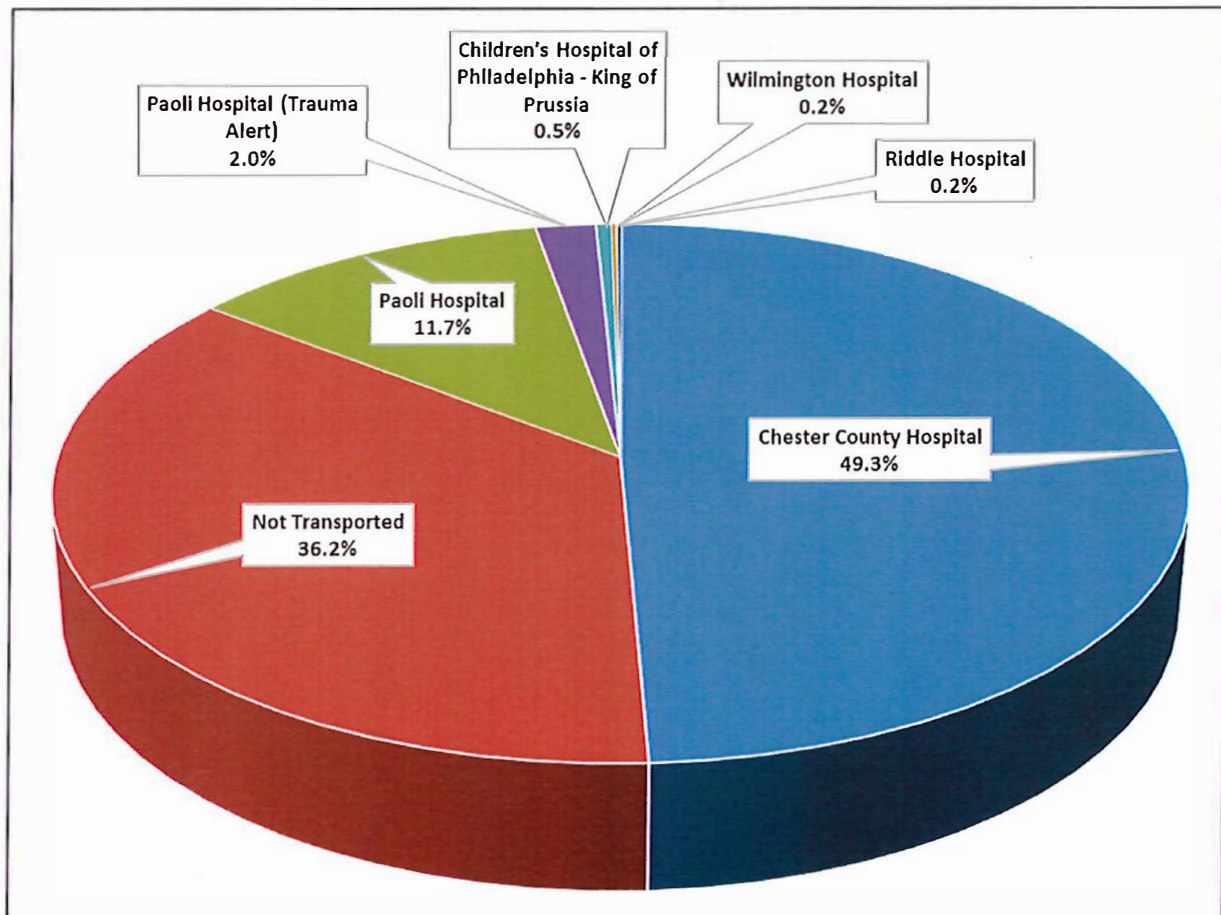
### Call Sequence



## HOSPITAL DESTINATION INFORMATION

Receiving Hospital	Total	%
Chester County Hospital	302	49.3%
Not Transported	222	36.2%
Paoli Hospital	72	11.7%
Paoli Hospital (Trauma Alert)	12	2.0%
Children's Hospital of Philadelphia - King of Prussia	3	0.5%
Wilmington Hospital	1	0.2%
Riddle Hospital	1	0.2%
	<b>613</b>	
Transported: 391 63.8%		
Not Transported: 222 36.2%		
	<b>613</b>	

Non-Transport Breakdown	
Refusal	58
Recalled Enroute	38
Recalled On Scene	60
No Services	32
Lift Assist	20
DOA	8
Released to BLS	6
External ALS Assist	0
	<b>222</b>



## MISCELLANEOUS CALL INFORMATION

Average Times	
Dispatch To Enroute	01:25
Enroute To On Scene	06:45
On Scene Time	15:44
Transport Time	10:05
ER Wait Time	08:20
Dispatch To Available	44:26

Alcohol / Drug Suspicion		
	Total	%
Alcohol	42	6.8%
Alcohol and Drugs	2	0.3%
Drugs	9	1.5%
Total:	53	8.6%
Unknown / Unable to Determine	5	0.8%

Calls Covering Other Agencies	
Goshen Fire Co.	19
Uwchlan Ambulance	11
Longwood Fire Co.	8
Minquas Fire Co.	8
Malvern Fire Co.	5
Concordville Fire Co.	4
Westwood Fire Co.	1
	56

Responses By Station	
Main Station (Station 55)	436
East Goshen (Station 155)	57
East Bradford (Station 255)	135
West Chester University (Station 355)	11

West Chester University Calls		
	Total	%
Total WCU Calls	21	3.4%
WCU Calls in West Chester	19	3.1%
WCU Calls in West Goshen	1	0.2%
WCU Calls in East Bradford	1	0.2%

Call Types		
BLS - Sick Person	93	15.2%
BLS - Fall / Lift Assist	71	11.6%
ALS - Respiratory Difficulty	52	8.5%
BLS - Injured Person	28	4.6%
ALS - Heart Problems	26	4.2%
BLS - Emotional Disorder	26	4.2%
ALS - CVA/Stroke	23	3.8%
Accident - BLS	21	3.4%
ALS - Syncope	20	3.3%
ALS - Hypotension	17	2.8%
BLS - Abdominal Pain	17	2.8%
BLS - Overdose	17	2.8%
ALS - Seizures	16	2.6%
ALS - Abdominal Pain	13	2.1%
ALS - Diabetic Emergency	13	2.1%
ALS - Fall	13	2.1%
ALS-Heart Problem	13	2.1%
ALS - Unresponsive Person	11	1.8%
Alarm - BLS Medical	11	1.8%
ALS - Cardiac/Resp Arrest	10	1.6%
ALS - Unconscious Person	10	1.6%
EMS - Standby - Fire	10	1.6%
ALS - Injured Person	9	1.5%
Accident - ALS	8	1.3%
ALS - Hemorrhaging	8	1.3%
ALS - Overdose	8	1.3%
ALS - Allergic/Med Reaction	7	1.1%
ALS - Back Pain	7	1.1%
BLS - Back Pain	5	0.8%
BLS - Assault w/Injury	4	0.7%
BLS - Syncope	4	0.7%
BLS - Hemorrhaging	3	0.5%
ALS - Assault w/Injury	2	0.3%
BLS - DOA	2	0.3%
BLS - Exposure to Heat/Cold	2	0.3%
BLS - Seizures	2	0.3%
EMS - Relocate	2	0.3%
ALS - Burns - Chemical	1	0.2%
ALS - Choking	1	0.2%
ALS - Emotional Disorder	1	0.2%
ALS - Exposure to Heat/Cold	1	0.2%
Accident - Entrapment	1	0.2%
Accident - Pedestrian	1	0.2%
BLS - Maternity/Labor Pain	1	0.2%
BLS - Unknown Nature	1	0.2%
Fire - Other Type Rescue	1	0.2%
	613	

# Memo

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To: Board of Supervisors  
From: Dave Ware  
Re: August 2023 YTD Financial Report  
Date: September 11, 2023

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As of August 31, net of pass- thru, the general fund had YTD revenues of \$9,482,882 and expenses of \$7,949,389 for a positive net result of \$1,533,493. As of August 31, the general fund balance was \$7,098,285.

August YTD revenue overall finished 3.4%, or \$311K, over budget. Compared to the Adopted 2023 Budget, Real Estate Transfer Tax collections are \$168K behind, Cable Franchise Fees are down \$21K, and Alarm Ordinance Fees are down \$9K. Offsetting those shortfalls, \$92K PEMA/FEMA awards from 2021 damage repair, Interest Income is up \$90K, Interfund Operating Transfers are up \$89K due to increased sewer recharges, P&R classes/summer programs are up \$39K and Building Permit fees are up \$47K.

August YTD expenses are 3.1%, or \$241K, over budget. The timing of insurance payment reclasses, sewer/storm water repairs, engineering services/recharges, and P&R classes/summer programs are driving the YTD expenses versus budget.

YTD revenue is 12.4% ahead of 2022 driven by Real Estate Property Tax collections, interest earnings, and Interfund Transfers. YTD expenses are 16.3% higher than 2022. Paving material, equipment rental, tree removal, public safety contributions, and insurance premiums are driving the increase.

## Other funds

- The **State Liquid Fuels Fund** had \$539,770 in revenues and \$0 in expenses. The fund balance is \$540,334.
- The **Capital Reserve Fund** had \$247,549 in revenues and \$766,199 in expenses. The fund balance is \$4,713,922.
- The **Transportation Fund** had \$15,886 in revenues and \$0 in expenses. The fund balance is \$484,811.
- The **Sewer Operating Fund** had \$3,049,889 in revenues and \$2,772,853 in expenses. The fund balance is \$1,435,704.
- The **Refuse Fund** had \$980,606 in revenues and \$958,601 in expenses. The fund balance is \$586,932.
- The **Bond Fund** had \$62,414 in revenues and \$490,448 in expenses. The fund balance is \$1,927,887.
- The **Sewer Capital Reserve Fund** had \$63,148 in revenues and \$462,656 in expenses. The fund balance is \$1,985,263.
- The **Operating Reserve Fund** had \$52,804 in revenues and \$0 in expenses. The fund balance is \$1,611,412.
- The **ARPA Fund** had \$13,629 in revenues and \$703,019 in expenses. The fund balance is \$274,546.
- The **Infrastructure Sustainability Fund** had \$55,090 in revenues and \$11,956 in expenses. The fund balance is \$1,838,083.

**EAST GOSHEN TOWNSHIP**  
Variance Detail Report  
Year to Date As of August 31, 2023  
**GENERAL FUND**

				Versus Budget	
				Favorable/	
	YTD Pr Yr	YTD Budget	YTD Actual	(Unfavorable)	Comments on YTD Budget Variance
REVENUES					
LOCAL ENABLING TAXES	7,050,898	7,700,402	7,678,395	(22,006)	(\$168K) RE Transfer Tax partially offset by \$140K EIT Collections
LICENSE & PERMITS	330,852	331,265	309,294	(21,971)	Franchise Fees \$21K under Budget
FINES	38,508	30,906	21,064	(9,842)	\$10K Lower alarm ordinance fees vs. budget
INTEREST EARNINGS	18,673	110,506	200,751	90,244	82% ahead of budget; PLGIT Prime currently 5.5%
RENTS	68,409	70,573	70,572	(1)	
STATE SHARED REVENUE & ENTITLEMENT	3,680	3,250	5,106	1,856	
GENERAL GOVERNMENT	13,237	29,982	36,880	6,898	Land development fees
PUBLIC SAFETY	383,448	275,130	315,822	40,693	Permit Fees
HIGHWAY & STREETS	1,045	1,943	1,529	(414)	
CULTURE & RECREATION	147,174	163,354	216,555	53,201	Summer Program signups
MISCELLANEOUS REVENUE	143,695	106,412	189,975	83,564	\$92K FEMA/PEMA (Aug 2021) reimbursement not budgeted
INTERFUND OPERATING TRANSFERS	238,571	348,155	436,938	88,784	Increased work/chargebacks for sewer - labor/vehicles/equipment
TOTAL REVENUES	8,438,190	9,171,877	9,482,882	311,005	
EXPENSES					
GENERAL GOVERNMENT	684,995	744,752	792,758	(48,006)	Engineering Services/Recharges
TAX COLLECTION	79,674	70,961	70,146	815	
GENERAL GOVERNMENT BLDG & PLANT	158,001	185,739	209,214	(23,475)	Includes\$13K HEPA cleaning/mold remediation Twp buidng 2nd floor; HVAC work; LED lighting installed; District Crt expenses
PUBLIC SAFETY	3,380,358	3,574,941	3,532,513	42,427	2022 WEGO surplus credit
PLANNING & ZONING	267,803	264,576	275,188	(10,612)	3rd Party Engineering costs higher than budget; handling overflow
RECYCLING	8,413	7,750	7,689	61	
PUBLIC WORKS - SANITATION	270,286	273,446	350,017	(76,571)	Unforeseen sewer/stormwater work partially offset by recharge revenue
PUBLIC WORKS - HWYS ROADS & STREETS	859,271	1,269,696	1,266,470	3,226	
PARTICIPANT RECREATION	212,831	235,739	280,307	(44,568)	Increased expenses offset by revenue increase
PARKS	231,795	246,580	251,210	(4,630)	Tree removal over budget
CONSERVATION & DEVELOPMENT	814	1,000	1,043	(43)	
HISTORICAL	784	337	521	(184)	
DEBT SERVICE	92,659	81,377	81,870	(493)	
PENSION FUND CONTRIBUTION	108,827	125,425	125,425	0	
INSURANCE PREMIUMS	327,897	459,169	540,623	(81,454)	Timing of Insurance reclass to departments
EMPLOYEE BENEFITS	150,578	166,608	164,394	2,214	
INTERFUND TRANSFERS	0	0	0	0	
TOTAL EXPENSES	6,834,985	7,708,096	7,949,389	(241,293)	
RESULTS FROM OPERATIONS	1,603,205	1,463,781	1,533,493	69,712	

MONTH END FUND BALANCE REPORT  
ALL FUNDS AUGUST 2023  
\* NOTE: GENERAL FUND INCLUDES PASS-THROUGH ACCOUNTS

FUND		01	02	03	04	05	06	09	10	12		07	08	19
		GENERAL FUND*	LIQUID FUELS STATE FUND	CAP RESV FUND	TRANSPORT. FUND	SEWER OP. FUND	REFUSE FUND	SEWER CAP RESV FUND	OPERATING RESERVE	INFRASTRUCTURE SUSTAIN	TOWNSHIP FUNDS	MUNICIPAL AUTHORITY	BOND FUND	ARPA FUND
01/01/23 BEGINNING BALANCE		\$5,829,155	\$564	\$5,232,573	\$468,926	\$1,158,669	\$564,927	\$2,384,772	\$1,558,608	\$1,794,949	\$18,993,142	\$5,172	\$2,355,921	\$963,936
RECEIPTS														
310	TAXES	7,771,821.27	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	7,771,821.27	\$0	\$0	\$0
320	LICENSES & PERMITS	309,294.04	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	309,294.04	\$0	\$0	\$0
330	FINES & FORFEITS	21,064.34	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	21,064.34	\$0	\$0	\$0
340	INTERESTS & RENTS	271,322.86	\$10,811	\$247,549	\$15,886	\$26,393	\$9,203	\$63,148	\$52,804	\$55,090	752,206.77	\$165	\$62,414	\$13,629
350	INTERGOVERNMENTAL	\$5,106	\$528,959	\$0	\$0	\$0	\$0	\$0	\$0	\$0	534,065.19	\$0	\$0	\$0
360	CHARGES FOR SERVICES	565,686.19	\$0	\$0	\$0	\$3,023,495	\$971,403	\$0	\$0	\$0	4,560,584.24	\$5,446	\$0	\$0
380	MISCELLANEOUS REVENUES	1,407,736.33	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	1,407,736.33	\$282	\$0	\$0
390	OTHER FINANCING SOURCES	437,078.16	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	437,078.16	\$508,264	\$0	\$0
		\$10,789,109	\$539,770	\$247,549	\$15,886	\$3,049,889	\$980,606	\$63,148	\$52,804	\$55,090	\$15,793,850	\$514,158	\$62,414	\$13,629
EXPENDITURES														
400	GENERAL GOVERNMENT	1,135,543.80	\$0	\$7,927	\$0	\$0	\$0	\$0	\$0	\$0	1,143,470.60	\$0	\$0	\$0
410	PUBLIC SAFETY	5,276,796.05	\$0	\$37,843	\$0	\$0	\$0	\$0	\$0	\$0	5,314,638.86	\$0	\$0	\$703,019
420	HEALTH & WELFARE	\$137,582	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	137,581.84	\$557,905	\$458,341	\$0
426	SANITATION & REFUSE	\$0	\$0	\$0	\$0	\$1,645,408	\$958,601	\$0	\$0	\$0	2,604,009.42	\$0	\$0	\$0
430	HIGHWAYS,ROADS & STREETS	1,486,594.77	(\$0)	\$558,689	\$0	\$448,055	\$0	\$0	\$0	\$0	2,493,338.95	\$0	\$0	\$0
450	CULTURE-RECREATION	561,516.75	\$0	\$160,936	\$0	\$0	\$0	\$0	\$0	\$11,956	734,408.61	\$0	\$32,106	\$0
460	CONSERVATION & DEVELOPMENT	1,563.50	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	1,563.50	\$0	\$0	\$0
470	DEBT SERVICE	81,869.84	\$0	\$0	\$0	\$614,367	\$0	\$0	\$0	\$0	696,236.74	\$0	\$0	\$0
480	MISCELLANEOUS EXPENDITURES	955,143.21	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	955,143.21	\$0	\$0	\$0
490	OTHER FINANCING USES	\$0	\$0	\$805	\$0	\$65,023	\$0	\$462,656	\$0	\$0	528,484.26	\$0	\$0	\$0
		\$9,636,610	(\$0)	\$766,199	\$0	\$2,772,853	\$958,601	\$462,656	\$0	\$11,956	\$14,608,876	\$557,905	\$490,448	\$703,019
2023 SURPLUS/(DEFICIT)		\$1,152,499	\$539,770	(\$18,650)	15,886	277,035	22,005	(\$399,509)	52,804	43,134	1,184,974	(\$43,747)	(\$428,034)	(\$689,390)
CLEARING ACCOUNT ADJUSTMENTS		\$116,631									\$116,631			
8/31/23 ENDING BALANCE		<u>\$7,098,285</u>	<u>\$540,334</u>	<u>\$4,713,922</u>	<u>\$484,811</u>	<u>\$1,435,704</u>	<u>\$586,932</u>	<u>\$1,985,263</u>	<u>\$1,611,412</u>	<u>\$1,838,083</u>	<u>\$20,294,748</u>	<u>(\$38,575)</u>	<u>\$1,927,887</u>	<u>\$274,546</u>

EAST GOSHEN TOWNSHIP  
BOARD OF SUPERVISORS  
1580 Paoli Pike  
TUESDAY, August 15, 2023  
DRAFT MINUTES

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

**Present:** Chairman John Hertzog; Vice Chairman Mike Lynch; Members: Cody Bright, David Shuey, Michele Truitt; Township Manager Derek Davis; Finance Director Dave Ware; WEGO Chief Brenda Bernot; Goshen Fire Company Executive Director Grant Everhart; Erich Meyer (Conservancy).

**Call to Order & Pledge of Allegiance:**

John called the meeting to order at 7:00pm and John led the Pledge of Allegiance.

Michele called for a moment of silence for first responders.

John announced that the meeting is being livestreamed on YouTube.

**Chairman's Report:**

John announced that Community Day will be Saturday, August 26<sup>th</sup> starting at 5:00 PM. Fireworks will be held that night.

The Board met in executive session prior to this meeting to discuss personnel and legal matters.

**Emergency Services Reports:**

WEGO – Chief Brenda Bernot presented July 2023 activities in East Goshen Township. Mike felt it was highly inappropriate for the Sergeant to attend the last meeting. Chief responded.

Grant Everhart presented Goshen Fire July 2023 report.

Derek stated there are no representatives from Malvern and Good Fellowship and the July 2023 reports are in the packet and can be read at your leisure.

**Public Hearings:** None

**Financial Report:**

Dave presented July 2023 financial report.

**Approval of Minutes :** None

**Approval of Treasurer's Report:**

1 Dave Ware present the July 31, 2023 Treasurer's Report

2  
3 Michele made a motion to accept the receipts and approve the expenditures as presented  
4 in the Expenditure Register and as summarized in the Treasurer's Report.

5  
6 Mike seconded.

7  
8 Motion carried 5-0.

9  
10 **Old Business**

11 **Ordinance 129-G-2023 Comcast Cable Franchise Agreement**

12 John gave an overview of the agreement.

13  
14 Derek would like to capitalize on internet streaming.

15  
16 Michele made a motion to approve Ordinance 129-G-2023 Comcast Cable Franchise  
17 Agreement.

18  
19 Mike seconded.

20  
21 Michele noted she agreed with Derek in regards to internet streaming.

22  
23 Motion carried 5-0.

24  
25 **New Business**

26 **Minimum Municipal Obligation (MMO) for 2024**

27  
28 **Chester Ridley Crum (CRC) Watershed Association**

29 Derek explain the Conservancy Board reviewed the Applebrook Park Tree Planting  
30 proposal. The CRC would be doing all the work involved with the planting of the trees.

31  
32 John expressed his concerns.

33  
34 Derek will be inviting the CRC to September's meeting to discuss the proposal.

35  
36 **Standing Issues/Projects**

37 Milltown Dam Project -Derek stated a letter went out to the residents on how the bid  
38 process went and that it will be discussed at the September 5<sup>th</sup> meeting.

39  
40 Cody is in favor of moving forward with this project.

41  
42 Milltown Pocket Park- Derek stated this is a fall project.

43  
44 Bow Tree Pond – Derek provided an update about MS4 credits.

45  
46 John asked for a Software Update.

1  
2 Dave informed him the leading project manager left the township. He has had weekly  
3 meetings and they are projecting to have all the Utilities pulled in September and Codes  
4 will switch over in December of 2023.  
5

6 **Any Other Matter**

7 Michele attended the PA SE Filmmaker Showcase. She thought it was a great event and  
8 gave a brief description of the night.  
9

10 **Public Comment**

11 Bill first wanted to state he did not feel the police officer was offensive at the previous  
12 meeting. He also thought there was a red flag to only have 1 out of 8 vendors respond. He  
13 stated the reason he was at the meeting was to discuss the noise ordinance. He provided  
14 clippings from previous meetings to go over with the board.  
15

16 John asked him to email the township his suggestions on how to improve the process.  
17

18 **Liaison Reports:** None  
19

20 **Correspondence, Reports of Interest:** None  
21

22 **Adjournment:**

23 There being no further business, Cody motioned to adjourn the meeting at 8:19  
24

25 Mike seconded.  
26

27 Motion carried 5-0.  
28

29 Respectfully submitted,  
30

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**EAST GOSHEN TOWNSHIP  
MEMORANDUM**

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**TO:** BOARD OF SUPERVISORS  
**FROM:** DAVE WARE  
**SUBJECT:** PROPOSED PAYMENTS OF BILLS  
**DATE:** SEPTEMBER 14, 2023

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Attached please find the Treasurer's Report for the weeks of August 31, 2023 – September 14, 2023.

RE Transfer Tax receipts, EIT, LST, Interest Income, permit fees, district court rent, and P&R registrations drove General Fund revenue during this period.

General Fund expenses include our monthly WEGO contribution, tree removal, vehicle maintenance, insurance payments, storm water materials for repairs, community day costs, pension contributions, and other routine operational expenses.

The Capital Reserve Fund incurred \$22K of expenses for a snow- plow and installation, emergency lights and installation on the new Ford F-350, and a trailer for towing equipment.

**Recommended motion:** Mr. Chairman, I move that we 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**

August 31, 2023- September 14, 2023

**GENERAL FUND**

Real Estate Tax	\$1,878.04
Earned Income Tax	\$66,679.31
Local Service Tax	\$6,288.36
Transfer Tax	\$86,347.80
General Fund Interest Earned	\$32,448.43
Total Other Revenue	\$75,062.68

Total General Fund Receipts: \$268,704.62

**STATE LIQUID FUELS FUND**

Receipts	\$0.00
Interest Earned	\$2,501.37
Total State Liquid Fuels Receipts:	<u>\$2,501.37</u>

**CAPITAL RESERVE FUND**

Receipts	\$0.00
Interest Earned	\$21,474.34
Total Capital Reserve Fund Receipts:	<u>\$21,474.34</u>

**TRANSPORTATION FUND**

Receipts	\$0.00
Interest Earned	\$2,243.90
Total Transportation Fund Receipts:	<u>\$2,243.90</u>

**SEWER OPERATING FUND**

Receipts	\$126,862.30
Interest Earned	\$4,033.63

Total Sewer Operating Fund Receipts: \$130,895.93

**REFUSE FUND**

Receipts	\$58,326.51
Interest Earned	\$1,407.80
Total Refuse Fund Receipts:	<u>\$59,734.31</u>

**BOND FUND**

Receipts	\$0.00
Interest Earned	\$8,431.07
Total Bond Fund Receipts:	<u>\$8,431.07</u>

**SEWER CAPITAL RESERVE FUND**

Receipts	\$0.00
Interest Earned	\$8,845.05
Total Sewer Capital Reserve Fund Receipts:	<u>\$8,845.05</u>

**OPERATING RESERVE FUND**

Receipts	\$0.00
Interest Earned	\$7,458.72
Total Operating Reserve Fund Receipts:	<u>\$7,458.72</u>

**INFRASTRUCTURE SUSTAINABILITY FUND**

Receipts	\$0.00
Interest Earned	\$8,400.12
Total Infrastructure Sustainability Fund Receipts:	<u>\$8,400.12</u>

**ARPA - COVID RELIEF FUND**

Receipts	\$0.00
Interest Earned	\$1,078.62
Total ARPA - COVID Relief Fund Receipts:	<u>\$1,078.62</u>

Accounts Payable	\$557,652.82
Electronic Pmts:	
Debt Service	
Payroll	\$173,655.40

Total Expenditures: \$731,308.22

Accounts Payable	\$0.00
Total Expenditures:	<u>\$0.00</u>

Accounts Payable	\$21,824.00
Total Expenditures:	<u>\$21,824.00</u>

Accounts Payable	\$0.00
Total Expenditures:	<u>\$0.00</u>

Accounts Payable	\$41,000.80
Electronic Pmts:	
Debt Service	
Total Expenditures:	<u>\$41,000.80</u>

Accounts Payable	\$93,288.14
Total Expenditures:	<u>\$93,288.14</u>

Accounts Payable	\$0.00
Total Expenditures:	<u>\$0.00</u>

Accounts Payable	\$0.00
Total Expenditures:	<u>\$0.00</u>

Accounts Payable	\$0.00
Total Expenditures:	<u>\$0.00</u>

Accounts Payable	\$0.00
Total Expenditures:	<u>\$0.00</u>

Accounts Payable	\$0.00
Total Expenditures:	<u>\$0.00</u>

September 13, 2023  
08:57 AM

East Goshen Township  
2023 Purchase Order Listing By Expenditure Account

Page No: 1

P.O. Type: All      Print Perpetual, Revenue, & G/L Accounts: N      Open: N    Void: N    Paid: Y  
Format: Detail without Line Item Notes      Held: N    Aprv: N    Rcvd: N  
Range: 01-400-0000      to 19-999-9999      Bid: Y    State: Y    Other: Y    Exempt: Y  
Rcvd Batch Id Range: First    to Last      Paid Date Range: 08/31/23 to 09/13/23      Include Non-Budgeted: Y  
Prior Year Only: N      \* Means Prior Year Line  
Vendors: All  
DEPT Page Break: No      Subtotal DEPT: No

Account	Description	Item Description	Amount	Stat/Chk	First Enc	Rcvd Date	Chk/Void Date	Invoice	PO Type
P.O. Id Item Vendor									
01-401-2100	MATERIALS & SUPPLIES								
23-02281	1 ODPBU005 ODP BUSINESS SOLUTIONS LLC	INK, HP 4 PACK, 962, CMY, BLK	183.58	P	25171	08/31/23	08/31/23	08/31/23 328650117001	
23-02332	1 ODPBU005 ODP BUSINESS SOLUTIONS LLC	(5) DAILY PLANNERS	144.95	P	25190	09/07/23	09/07/23	09/07/23 327830352001	
			328.53						
01-401-2110	STATIONERY								
23-02290	1 GRAPH005 GRAPHIC IMPRESSIONS OF AMERICA	BOS LETTERHEAD- IVORY	212.00	P	25167	08/31/23	08/31/23	08/31/23 23-4385	
01-401-3000	GENERAL EXPENSE								
23-02366	1 PENNS035 PENNSYLVANIA STATE POLICE	BACKGROUND CHECK- R. BUCKLEY	22.00	P	25221	09/11/23	09/11/23	09/12/23 R29493533	
23-02366	2 PENNS035 PENNSYLVANIA STATE POLICE	BACKGROUND CHECK- J. HENLEY	22.00	P	25221	09/11/23	09/11/23	09/12/23 R29493534	
23-02366	3 PENNS035 PENNSYLVANIA STATE POLICE	BACKGROUND CHECK- D. FLIP	22.00	P	25221	09/11/23	09/11/23	09/12/23 R29493535	
23-02366	4 PENNS035 PENNSYLVANIA STATE POLICE	BACKGROUND CHECK- S.HENLEY	22.00	P	25221	09/11/23	09/11/23	09/12/23 R29493536	
23-02366	5 PENNS035 PENNSYLVANIA STATE POLICE	BACKGROUND CHECK- T.SANTANA	22.00	P	25221	09/11/23	09/11/23	09/12/23 R29493537	
23-02366	6 PENNS035 PENNSYLVANIA STATE POLICE	BACKGROUND CHECK- M.WOLFE	22.00	P	25221	09/11/23	09/11/23	09/12/23 R29576941	
23-02366	7 PENNS035 PENNSYLVANIA STATE POLICE	BACKGROUND CHECK- C. CERELLI	22.00	P	25221	09/11/23	09/11/23	09/12/23 R29624335	
			154.00						
01-401-3120	CONSULTING SERVICES								
23-02307	1 BDCOM005 B&D COMPUTER SOLUTIONS	AUGUST 2023	2,000.00	P	25183	09/07/23	09/07/23	09/07/23 3428	
23-02319	1 AMSAP005 AMS APPLIED MICRO SYSTEMS LTD.	AUGUST 2023	1,072.00	P	25180	09/07/23	09/07/23	09/07/23 69595	
			3,072.00						
01-401-3210	COMMUNICATION EXPENSE								
23-02311	1 TWPFI005 VERIZON - TWP.FIOS 0001-74	8/28-9/27/23 TWP. FIOS 1	109.99	P	25195	09/07/23	09/07/23	09/07/23 082723	
23-02343	1 VERIZ040 VERIZON - 542413545-00001	7/22-8/21/23D.DAVIS & BOS CELL	1,401.93	P	259	09/08/23	09/08/23	09/08/23 9942574927	
23-02349	1 NETCA025 NETCARRIER TELECOM INC. 67846	9/1/2023- 9/30/2023	503.17	P	25214	09/11/23	09/11/23	09/12/23 859946	
23-02382	1 FIRST015 FIRSTNET - #287290606505	AUGUST 2023	209.62	P	25201	09/12/23	09/12/23	09/12/23 09082023	
			2,224.71						

September 13, 2023  
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East Goshen Township  
2023 Purchase Order Listing By Expenditure Account

Page No: 2

Account	Description	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	PO Type
P.O. Id	Item Vendor								
01-401-3420	NEWSLETTERS								
23-02365	1 MARKE005	ASAP MAILING & MARKETING	FALL 2023 NEWSLETTER MAILING	2,821.92	P	25209	09/11/23	09/11/23	09/12/23 14829
01-404-3140	LEGAL - ADMIN								
23-02393	1 PC000005	LAMB MCERLANE PC	LEGAL SERV AUG 2023 ADMIN/GEN	2,965.72	P	25219	09/12/23	09/12/23	09/12/23 234563
23-02394	1 PC000005	LAMB MCERLANE PC	LEGAL SERV AUG 2023 OPEN SPACE	50.00	P	25219	09/12/23	09/12/23	09/12/23 234564
23-02398	1 PC000005	LAMB MCERLANE PC	LEGAL SERV AUG 2023 APPLEBROOK	1,382.64	P	25219	09/12/23	09/12/23	09/12/23 234568
				4,398.36					
01-407-2130	COMPUTER EXPENSE								
23-02288	1 GOVCO005	GOVCONNECTION INC.	23-24 ENDPOINT SECURITY LICENS	167.70	P	25166	08/31/23	08/31/23	08/31/23 74455885
23-02336	1 W3GLO005	W3 GLOBAL SOLUTIONS LLC	QTR 4 2023 WEB SERVICE	900.00	P	25196	09/07/23	09/07/23	09/07/23 3321
				1,067.70					
01-409-3600	TWP. BLDG. - FUEL, LIGHT, WATER								
23-02321	1 PEC00045	PECO - 01360-05046	01360-05046 7/27-8/25/23 BOOT	69.76	P	25192	09/07/23	09/07/23	09/07/23 082823
23-02360	1 PEC00010	PECO - 99193-01302	9919301302 7/25-8/23/23SUMMARY	35.28	P	25220	09/11/23	09/11/23	09/12/23 090523
23-02360	2 PEC00010	PECO - 99193-01302	9919301302 7/25-8/23/23SUMMARY	1,304.30	P	25220	09/11/23	09/11/23	09/12/23 090523
23-02360	3 PEC00010	PECO - 99193-01302	9919301302 7/25-8/23/23SUMMARY	58.85	P	25220	09/11/23	09/11/23	09/12/23 090523
23-02360	4 PEC00010	PECO - 99193-01302	9919301302 7/25-8/23/23SUMMARY	35.44	P	25220	09/11/23	09/11/23	09/12/23 090523
				1,503.63					
01-409-3605	PW BLDG - FUEL, LIGHT, SEWER & WATER								
23-02293	2 PEC00015	PECO - 45168-01609	45168-01609 7/19/23- 8/17/23	569.53	P	263	09/01/23	09/01/23	09/01/23 081823
01-409-3740	TWP. BLDG. - MAINT & REPAIRS								
23-02277	1 CINTA005	CINTAS CORPORATION #287	CLEAN MATS & UNIFORMS WE083023	46.56	P	25163	08/31/23	08/31/23	08/31/23 4166309538
23-02295	1 LOWES005	LOWES BUSINESS ACCOUNT/GEFC	VARIOUS PURCHASES- SEE NOTES	41.72	P	262	09/01/23	09/01/23	09/01/23 081723
23-02306	1 HOMED005	HOME DEPOT CREDIT SERVICES	VARIOUS PURCHASES- SEE NOTES	350.49	P	265	09/05/23	09/05/23	09/05/23 081323
23-02355	1 TREEC005	LANGS LAWN CARE & TREE CARE	LATE SUMMER TREATMENT- TWP BLD	299.00	P	25227	09/11/23	09/11/23	09/12/23 464696
23-02367	1 WBMA005	W.B.MASON CO., INC.	TOILET PAPER & PAPER TOWELS	321.35	P	25228	09/11/23	09/11/23	09/12/23 240708200
				1,059.12					
01-409-3745	PW BUILDING - MAINT REPAIRS								
23-02284	1 YALEE005	YALE ELECTRIC SUPPLY CO	CHAS SHOP-BISSMAN FRN-R-0 FUSE	17.86	P	25175	08/31/23	08/31/23	08/31/23 s123819683.001
23-02379	1 SHERW010	SHERWIN-WILLIAMS CO.	PAINT FOR PUBLIC WORKS ANNEX	1,296.30	P	25224	09/12/23	09/12/23	09/12/23 5327-4
				1,314.16					

September 13, 2023  
08:57 AM

East Goshen Township  
2023 Purchase Order Listing By Expenditure Account

Page No: 3

Account	Description	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	PO Type
P.O. Id Item Vendor									
01-409-3840	DISTRICT COURT EXPENSES								
23-02293 1 PEC00015	PECO - 45168-01609	45168-01609 7/19/23- 8/17/23	29.86	P	263	09/01/23	09/01/23	09/01/23 081823	
01-410-3140	POLICE ARBITRATION AND LEGAL FEES								
23-02396 1 PC000005	LAMB MCERLANE PC	LEGAL SERV AUG 2023 POLICE	1,050.00	P	25219	09/12/23	09/12/23	09/12/23 234566	
01-410-5300	POLICE GEN.EXPENSE								
23-02297 1 WESTT010	WESTTOWN-EAST GOSHEN POLICE	SEPTEMBER 2023 CONTRIBUTION	346,108.08	P	25179	09/01/23	09/01/23	09/01/23 090123	
01-410-5310	REGIONAL POLICE BLDG INTEREST								
23-02298 1 WESTT005	WESTTOWN TOWNSHIP	SEPTEMBER 2023 P & I	920.71	P	25178	09/01/23	09/01/23	09/01/23 090123	
01-410-5320	REGIONAL POLICE BLDG PRINCIPAL								
23-02298 2 WESTT005	WESTTOWN TOWNSHIP	SEPTEMBER 2023 P & I	9,471.08	P	25178	09/01/23	09/01/23	09/01/23 090123	
01-410-5400	S.P.C.A. CONTRACT								
23-02335 1 SPCA0005	BRANDYWINE VALLEY SPCA	STRAY/PICKUP ACTIV.AUGUST 2023	530.72	P	25193	09/07/23	09/07/23	09/07/23 AWS72034	
01-411-3630	HYDRANT & WATER SERVICE								
23-02309 1 AQUAP025	AQUA PA - HY	00309987 0309987 7/31-8/31 HY6	171.04	P	25182	09/07/23	09/07/23	09/07/23 090123 HY6	
23-02310 1 AQUAP025	AQUA PA - HY	3100330310033 7/31-8/31/23 186	5,302.30	P	25182	09/07/23	09/07/23	09/07/23 090123 279	
			5,473.34						
01-411-3631	HYDRANTS - RECHARGE EXPENSE								
23-02310 2 AQUAP025	AQUA PA - HY	3100330310033 7/31-8/31/23 93	2,651.19	P	25182	09/07/23	09/07/23	09/07/23 090123 279	
01-411-6000	VOLUNTEER FIREFIGHTER WORKERS COMP								
23-02322 1 STATE005	STATE WORKERS INSURANCE FUND	POLICY# 05918452 INSTL 10 OF11	3,176.00	P	25194	09/07/23	09/07/23	09/07/23	
01-413-3130	ENGINEERING SERVICES								
23-02334 1 LTLCO005	LTL CONSULTANTS, LTD.	PROF SERVICES 7/17/23-8/2/23	1,856.40	P	25189	09/07/23	09/07/23	09/07/23 1167049	
01-413-3840	RENTAL OF EQUIP. -CODES								
23-02323 1 GREAT010	GREAT AMERICA FINANCIAL SERVIC	LANIER IMC3000 COPIER- CODES	116.00	P	25186	09/07/23	09/07/23	09/07/23 34752246	
01-414-3141	LEGAL - ZONING HEARING BOARD								
23-02283 1 FREES005	UNRUH TURNER BURKE FREES	LEGAL SERV. 8/4-8/9/23 GENERAL	147.00	P	25165	08/31/23	08/31/23	08/31/23 206471	
23-02397 1 PC000005	LAMB MCERLANE PC	LEGAL SERV AUG 2023 S/LD	400.00	P	25219	09/12/23	09/12/23	09/12/23 234567	

Account	Description	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	PO Type
P.O. Id Item Vendor									
01-414-3141	LEGAL - ZONING HEARING BOARD	Continued							
23-02399 1 PC000005 LAMB MCERLANE PC		LEGAL SERV AUG 2023 S/LD MOSER	450.00	P	25219 09/12/23	09/12/23	09/12/23		
			997.00						
01-414-5001	ZONING IT CONSULTING								
23-02319 2 AMSAP005 AMS APPLIED MICRO SYSTEMS LTD. AUGUST 2023			28.00	P	25180 09/07/23	09/07/23	09/07/23	69595	
01-430-2320	VEHICLE OPERATION - FUEL								
23-02344 1 REILL005 REILLY & SONS INC		190.70 GALS GASOLINE	608.33	P	258 09/08/23	09/08/23	09/08/23	15960999	
23-02345 1 REILL005 REILLY & SONS INC		648.80 GALS DIESEL	2,350.00	P	258 09/08/23	09/08/23	09/08/23	15961009	
			2,960.23						
01-430-2330	VEHICLE MAINT AND REPAIR								
23-02279 1 SAYRE005 SAYRE INC., G.L.		ALTERNATOR & BELT TRUCK # 45	686.49	P	25174 08/31/23	08/31/23	08/31/23	01P58195	
23-02285 1 KEENC005 KEEN COMPRESSED GAS COMPANY		WALTER E-WELD 4 ANTI SPATTER	36.78	P	25169 08/31/23	08/31/23	08/31/23	31123420	
23-02354 1 LITTL005 LITTLE INC., ROBERT E.		STIHL MOTOMIX,TANK VENT,CHOKE	777.40	P	25207 09/11/23	09/11/23	09/12/23	03-1042674	
23-02357 1 TONY005 TONY'S EMERGENCY SERVICES		REINTSALL RADIO EQUIP2020 F550	275.00	P	25226 09/11/23	09/11/23	09/12/23	1220	
23-02362 1 NAPAA005 NAPA AUTO PARTS #38807306		MOTHERS CAR WAX	17.69	P	25212 09/11/23	09/11/23	09/12/23	7335-191537	
23-02362 2 NAPAA005 NAPA AUTO PARTS #38807306		QT 250W50 OIL	87.48	P	25212 09/11/23	09/11/23	09/12/23	7335-191669	
23-02362 3 NAPAA005 NAPA AUTO PARTS #38807306		PERMATAX- LITTE ROLLER	21.82	P	25212 09/11/23	09/11/23	09/12/23	7335-189658	
23-02362 4 NAPAA005 NAPA AUTO PARTS #38807306		DIESEL EXHAUST FLUID	31.54	P	25212 09/11/23	09/11/23	09/12/23	7335-187187	
23-02362 5 NAPAA005 NAPA AUTO PARTS #38807306		OIL, FUEL & AIR FILTERS	729.32	P	25212 09/11/23	09/11/23	09/12/23	7335-187187	
23-02363 1 NAPAA015 NAPA AUTO PARTS #38827306		FUEL FILTER	34.92	P	25213 09/11/23	09/11/23	09/12/23	7335-185254	
23-02363 2 NAPAA015 NAPA AUTO PARTS #38827306		PETERBILT FILTERS	469.24	P	25213 09/11/23	09/11/23	09/12/23	7335-185586	
23-02369 1 LITTL005 LITTLE INC., ROBERT E.		CHOKE KNOB, DRIVE SHAFT,CLAMPI	94.97	P	25207 09/11/23	09/11/23	09/12/23	03-1041775	
23-02372 1 KEENC005 KEEN COMPRESSED GAS COMPANY		CONTACT TIP, ACCULOCK MDX	55.50	P	25205 09/11/23	09/11/23	09/12/23	31125654	
23-02373 1 GARNE005 GARNET FORD		FAILED MAF SENSOR REPLACEMENT	573.86	P	25203 09/11/23	09/11/23	09/12/23	1650012	
23-02374 1 FOLEY005 FOLEY INC.		SKID STEER-AUXILIARY HYD CIRCU	330.72	P	25202 09/11/23	09/12/23	09/12/23	SIN00098534	
23-02375 1 FOLEY005 FOLEY INC.		SKID STEER BUCKET-EDGE CUTTING	341.96	P	25202 09/11/23	09/11/23	09/12/23	INV0125865	
23-02378 1 POWER005 POWERPRO EQUIPMENT		ADJ THROTTLE LINKAGE-MAHINDRA	127.50	P	25223 09/12/23	09/12/23	09/12/23	2W107134-01	
23-02380 1 STTCS005 STTC SERVICE TIRE TRUCK CTRS I		CARLISLE TURF MASTER TIRE	140.98	P	25225 09/12/23	09/12/23	09/12/23	23-0329533-017	
23-02384 1 OROUR005 O'ROURKE & SONS INC.		TABLE-1X1X1/8 TS 24' CUT IN HA	61.00	P	25218 09/12/23	09/12/23	09/12/23	R55046	
23-02385 1 OROUR005 O'ROURKE & SONS INC.		TABLE-1X 1X 1/8 TUBE STEEL-CUT	61.00	P	25218 09/12/23	09/12/23	09/12/23	R55075	
			4,955.17						
01-430-2600	MINOR EQUIP. PURCHASE								
23-02286 1 KEENC005 KEEN COMPRESSED GAS COMPANY		57 PCSFIXTURING KIT WELD TABLE	1,625.00	P	25169 08/31/23	08/31/23	08/31/23		
	Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES							

Account P.O. Id Item Vendor	Description	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date Invoice	PO Type
01-430-2600	MINOR EQUIP. PURCHASE	Continued						
23-02287 1 KEENC005	KEEN COMPRESSED GAS COMPANY	FLEXTUR 48" X 48" WELD TABLE	4,248.00	P	25169 08/31/23	08/31/23	08/31/23 31122323	
	Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES						
			5,873.00					
01-433-2450	MATERIALS & SUPPLIES - SIGNS							
23-02368 1 KENTA005	KENT AUTOMOTIVE	1/2 X 1-1/2 PLTD HEX HEAD LAG	44.71	P	25206 09/11/23	09/11/23	09/12/23 9310875505	
01-433-2470	UTILITIES - TRAFFIC LIGHTS							
23-02301 2 PEC00020	PECO - 99193-01400	99193-01400 7/20/23- 8/18/23	562.03	P	266 09/05/23	09/05/23	09/05/23 082923	
01-433-2500	MAINT. REPAIRS.TRAFF.SIG.							
23-02326 1 HIGGI010	HIGGINS & SONS INC., CHARLES A TRAFFIC LGHT MAIN-AIRPORT&BOOT		404.80	P	25187 09/07/23	09/07/23	09/07/23 58453	
	Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES						
23-02326 2 HIGGI010	HIGGINS & SONS INC., CHARLES A TRAFFIC LGHT MAIN-AIRPORT&BOOT		97.50	P	25187 09/07/23	09/07/23	09/07/23 56717 CR	
	Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES						
23-02327 1 HIGGI010	HIGGINS & SONS INC., CHARLES A TRAFFIC LIGHT-AIRPORT & WILSON		3,759.30	P	25187 09/07/23	09/07/23	09/07/23 58456	
	Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES						
23-02328 1 HIGGI010	HIGGINS & SONS INC., CHARLES A TRAFFIC LIGHT-INSPECTIONS 2023		4,970.00	P	25187 09/07/23	09/07/23	09/07/23 58457	
	Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES						
23-02329 1 HIGGI010	HIGGINS & SONS INC., CHARLES A TRAFFIC LIGHT MAIN- STRASBURG		97.50	P	25187 09/07/23	09/07/23	09/07/23 58700	
	Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES						
23-02330 1 HIGGI010	HIGGINS & SONS INC., CHARLES A TURN OFF SCHOOL FLASHERS061523		97.50	P	25187 09/07/23	09/07/23	09/07/23 58736	
	Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES						
23-02331 1 HIGGI010	HIGGINS & SONS INC., CHARLES A TRAFFIC LIGHT- WEST CHESTER PK		210.00	P	25187 09/07/23	09/07/23	09/07/23 59112	
	Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES						
			9,441.60					
01-434-3610	STREET LIGHTING							
23-02301 1 PEC00020	PECO - 99193-01400	99193-01400 7/20/23- 8/18/23	619.46	P	266 09/05/23	09/05/23	09/05/23 082923	
01-436-2450	STORMWATER MATERIALS & SUPPLIES							
23-02351 1 MILLE045	MILLER CONCRETE LLC	ENDWALL FOR 34"X53" ERCP-ELLIS	4,550.00	P	25210 09/11/23	09/11/23	09/12/23 172614	
	Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES						
23-02356 1 EXETE005	EXETER SUPPLY COMPANY INC	POPIT- LIFT HOLE PLUG FOR RCP	29.40	P	25200 09/11/23	09/11/23	09/12/23 371837	
	Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES						
23-02390 1 NEWEN005	NEW ENTERPRISE STONE & LIME IN STONE, AASHTO #1 117.91 TON		2,947.75	P	25215 09/12/23	09/12/23	09/12/23 8167684	
	Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES						

September 13, 2023  
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East Goshen Township  
2023 Purchase Order Listing By Expenditure Account

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Account	Description	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	PO Type
P.O. Id Item Vendor									
01-436-2450	STORMWATER MATERIALS & SUPPLIES	Continued							
23-02392 1 MAINL010	MAIN LINE CONCRETE	20 YD CONCRETE 4000 PSI	3,700.00	P	25208	09/12/23	09/12/23	09/12/23 525429	
	Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES							
23-02400 1 ORNER005	ORNER, TRAVIS	REMOVE 2 ASH TREES CLOCKTOWER	2,575.00	P	25217	09/12/23	09/12/23	09/12/23 1528	
	Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES							
			13,802.15						
01-437-2460	GENERAL EXPENSE - SHOP								
23-02295 2 LOWES005	LOWES BUSINESS ACCOUNT/GECF	VARIOUS PURCHASES- SEE NOTES	540.21	P	262	09/01/23	09/01/23	09/01/23 081723	
23-02306 2 HOMED005	HOME DEPOT CREDIT SERVICES	VARIOUS PURCHASES- SEE NOTES	249.98	P	265	09/05/23	09/05/23	09/05/23 081323	
			790.19						
01-438-2450	MATERIALS & SUPPLIES-HIGHWAYS								
23-02276 1 HIGHW005	HIGHWAY MATERIALS INC.	0.33 TON PG64S-22 TONS	345.18	P	25168	08/31/23	08/31/23	08/31/23	
	Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES							
23-02280 1 AMERI010	AMERICAN LIFTING PRODUCTS	6' & 10" LIFTING SLINGS	142.24	P	25162	08/31/23	08/31/23	08/31/23 01059187	
	Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES							
23-02295 3 LOWES005	LOWES BUSINESS ACCOUNT/GECF	VARIOUS PURCHASES- SEE NOTES	250.40	P	262	09/01/23	09/01/23	09/01/23 081723	
	Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES							
			737.82						
01-438-2460	TREE REMOVAL								
23-02275 1 ORNER005	ORNER, TRAVIS	REMOVE 4 OAK TREES- MEADOW DR	11,600.00	P	25173	08/31/23	08/31/23	08/31/23 1526	
	Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES							
23-02401 1 ORNER005	ORNER, TRAVIS	EMERGENCY TREE REMOVAL-55 LINE	1,355.00	P	25217	09/12/23	09/12/23	09/12/23 1530	
	Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES							
			12,955.00						
01-438-3845	EQUIP. RENTAL -RESURFAC.								
23-02337 1 FOLEY005	FOLEY INC.	ASPHALT COMPACTOR RENTAL	2,961.00	P	25185	09/07/23	09/07/23	09/07/23 INV0126373	
	Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES							
23-02358 1 INCRW005	FETTERS INC., R.W.	TRI-AXLE HAULING & PAVING HAUL	5,272.50	P	25204	09/11/23	09/11/23	09/12/23 083123	
	Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES							
			8,233.50						
01-452-3020	TRIPS								
23-02300 1 KALMA005	KALMAR NYCKEL FOUNDATION	FINAL PYMT 092123 SAILING CHAR	1,100.00	P	25177	09/01/23	09/01/23	09/01/23 090123- FINAL	

August 31, 2023  
01:22 PM

East Goshen Township  
2023 General Ledger One Line Account Totals Trial Balance

Page No: 1

Account Range: 19-000-1005 to 29-999-9999  
Exclude Accounts with Zero Balance and No Activity: N

Date Range: 01/01/23 to 12/31/23  
Class Id: CASH

Account No	Description	Type	Begin Balance	Debit	Credit	Net	End Balance
19-000-1005	PLGIT ARPA #00003062135	A	927,035.67 Db	139,006.93	803,348.51	664,341.58 Cr	262,694.09 Db
19-000-1030	M&T COVID OPERATING 9884213605	A	36,900.14 Db	805,470.29	831,597.57	26,127.28 Cr	10,772.86 Db
	Fund Totals		963,935.81 Db	944,477.22	1,634,946.08	690,468.86 Cr	273,466.95 Db
	Fund Balance Totals			273,466.95	0.00		
Total Accounts ==>	2						
	Report Totals		963,935.81 Db	944,477.22	1,634,946.08	690,468.86 Cr	273,466.95 Db
	Report Balance Totals			273,466.95	0.00		

TOTAL  
\$ 744,260    \$ 553,909.85

REMAINING.  
\$ 190,350.15

Check date  
for  
ARPA spend.

\$ 83k remaining

\$ 350 interest  
each month

January 12, 2023

EGMAU21004

Joao & Bradley Construction Co., Inc.  
Attn: Carlos Lameira  
4211 Tracy Lane  
Bethlehem, PA 18020

**Re: Award of Contract  
Hershey's Mill Estates Sanitary Sewer Replacement, Contract No. HME-2022  
East Goshen Municipal Authority, East Goshen Township, Chester County, PA**

Dear Mr. Lameira:

On behalf of the East Goshen Municipal Authority, we are pleased to advise you that your firm was awarded the contract for the subject project on January 9, 2023 for the Base Bid and all Add Items in the amount of \$739,260.00, based upon estimated quantities.

Accordingly, please forward in triplicate the Form of Agreement, Performance Bond, Payment Bond, Maintenance Bond, and insurance certificate. The insurance shall name the Authority, East Goshen Township, its officers, agents, and employees; and Engineers as "additional insureds". As per the Instructions to Bidders in the Project Specifications, these documents are to be returned to our office within ten days of receipt of this letter.

All documents shall be forwarded to Pennoni, Attn: Erika Addison. The Authority will provide a fully executed copy of the contract to you after their review and execution.

If you have any questions or need additional information, please contact Erika Addison at 302-351-5263 or [eaddison@pennoni.com](mailto:eaddison@pennoni.com) or the undersigned.

Sincerely,

**PENNONI ASSOCIATES INC.**

A handwritten signature in blue ink, appearing to read "MJ Ellis", is positioned above the printed name.

Michael J. Ellis, PE  
Senior Engineer

August 31, 2023  
01:27 PM

East Goshen Township  
Detail Vendor Activity Report By Vendor Id

Page No: 1

Vendor Range: JOAOB005 to JOAOB005				Status: Active			
Report Type: All							
Threshold Amount: 0.00		Include Tax Id: Y		Contracts: N	Bid: Y	State: Y	Other: Y Exempt: Y
Date Range Type: Both		First Enc Date Range: 01/01/22 to 08/31/23			Paid Date Range: 01/01/23 to 08/31/23		
Vendor #	Name	Status	1099 Type	Tax Id			
First	P.O. #	Item Description	Prch. Type	Status	Invoice	Amount	1099
Enc Date	Contract Id	Account Type	Charge Account	Account Description			
JOAOB005	JOAO & BRADLEY CONSTRUCTION	Active		23-2573154			
03/22/23	23-00803	1 HM ESTATE SANITARY SEWER PYMT1 Other	Pd ck:	14 03/22/23		289,859.17	
		Budget 19-409-6050	HERSHEY MILL SEWER PROJECT				
05/02/23	23-01206	1 HM ESTATE SANUTARY SEWER PYMT2 Other	Pd ck:	20 05/03/23 042823		264,050.68	
		Budget 19-409-6050	HERSHEY MILL SEWER PROJECT				
Total Open P.O.: Bid:		0.00	State:	0.00	Other:	0.00	Exempt: 0.00 All: 0.00
Total Paid P.O.:		0.00		0.00		553,909.85	0.00 553,909.85
Vendor P.O. Total:		0.00		0.00		553,909.85	0.00 553,909.85
Total Vendors:	1	Total Open P.O.:	0.00	Total Paid P.O.:	553,909.85	Total Open & Paid:	553,909.85

## APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

TO (Owner): East Goshen Municipal Authority PROJECT: Hershey's Mill Estates Sanitary Sewer Replacement APPLICATION NO: 2 Distribution to:

PERIOD FROM: 27-Feb-23  
PERIOD TO: 31-Mar-23 ☒ OWNER

ATTENTION: Michael J. Ellis, PE CONTRACTOR: Joao & Bradley Construction Co., Inc. ENGINEER'S PROJECT NO: HME-2022 ☒ ENGINEER

CONTRACT DATE: ☒ CONTRACTOR

## CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY			
Change Orders approved in previous months by Owner		ADDITIONS	DEDUCTIONS
TOTAL			
Approved this Month			
Number	Date Approved		
1	26-Apr-23	\$5,000.00	
TOTALS		\$5,000.00	\$0.00
Net change by Change Orders			\$5,000.00

The undersigned Contractor certifies that to the best of his knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by him for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payments shown herein is now due.

CONTRACTOR: Joao &amp; Bradley Construction Company, Inc.

By: 452 Date: 4-26-23

The present status of the account for this Contract is as follows:

ORIGINAL CONTRACT SUM \$ 739,260.00

Net change by Change Orders \$ 5,000.00

CONTRACT SUM TO DATE \$ 744,260.00

TOTAL COMPLETED & STORED TO DATE \$ 583,063.00  
(Column G on G703)

RETAINAGE 5% \$ 29,153.15

TOTAL EARNED LESS RETAINAGE \$ 553,909.85

LESS PREVIOUS CERTIFICATES FOR PAYMENT \$ 289,859.17

CURRENT PAYMENT DUE \$ 264,050.68

State of: PENNSYLVANIA

County of: NORTHAMPTON

Subscribed and sworn to before me this 26<sup>th</sup> DAY of April 2023Notary Public: Carlos Lamela

Commonwealth of Pennsylvania - Notary Seal  
Carlos Lamela, Notary Public  
Northampton County  
My commission expires November 30, 2026  
Commission number 1229327

My Commission expires:

## ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Engineer certifies to the Owner that the Work has progressed to the point indicated; that to the best of his knowledge, information and belief the quality of the work is in accordance with the Contract Documents; and that the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED

(Attach explanation if amount certified differs from the amount applied for.)

ENGINEER:

By: MJGDate: 4/28/2023

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

APPROVED BY: \_\_\_\_\_

DATE PAID: \_\_\_\_\_

CHECK #: \_\_\_\_\_

CHARGED TO: 19-409-6050

September 13, 2023  
08:57 AM

East Goshen Township  
2023 Purchase Order Listing By Expenditure Account

Page No: 7

Account	Description	Item Description	Amount	Stat/Chk	First Enc	Rcvd Date	Chk/Void Date	Invoice	PO Type
P.O. Id	Item Vendor								
01-452-3204	COMMUNITY DAY								
23-02278	1 KNOXE005 KNOX EQUIPMENT RENTALS INC.	LIGHT RENTAL FOR COMMUNITY DAY	412.50	P	25170	08/31/23	08/31/23	08/31/23 127989.1.2	
23-02282	1 ONEST005 ONE STOP PARTY SHOP	FINAL PYMT- BOUNCE HOUSES, OBS	2,291.87	P	25172	08/31/23	08/31/23	08/31/23 13779-FINAL	
23-02364	1 WESTT015 WESTTOWN EAST GOSHEN POLICE PE	SPEACIAL DETAIL- COMMUNITY DAY	2,040.00	P	25229	09/11/23	09/11/23	09/12/23 1527	
			4,744.37						
01-452-3505	GOLF DAY - APPLEBROOK								
23-02339	1 APPLE005 APPLEBROOK GOLF CLUB	GOLF OUTING 091223-32 W/CADDIE	5,280.00	P	25181	09/07/23	09/07/23	09/07/23 090723	
23-02339	2 APPLE005 APPLEBROOK GOLF CLUB	GOLF OUTING 091223-51 W/O CADD	5,865.00	P	25181	09/07/23	09/07/23	09/07/23 090723	
			11,145.00						
01-454-3000	GENERAL EXPENSE								
23-02352	1 WBMA005 W.B.MASON CO.,INC.	TOILER PAPER FOR PARK BATHROOM	171.96	P	25228	09/11/23	09/11/23	09/12/23 240727399	
23-02370	1 PORTA005 PORT A BOWL RESTROOM CO.	STANDARD RR 1X WEEKLY 9/5-10/2	150.00	P	25222	09/11/23	09/11/23	09/12/23 INV/2023/23682	
23-02383	1 COMCA090 COMCAST 8499-10-109-0168581	0168581 9/9-23-10/8/23 PARK RR	189.94	P	25199	09/12/23	09/12/23	09/12/23 090423	
23-02391	1 PORTA005 PORT A BOWL RESTROOM CO.	STANDARD RR 1X WEEKLY 6/2-6/5	330.00	P	25222	09/12/23	09/12/23	09/12/23 INV/2023/13105	
			841.90						
01-454-3600	UTILITIES								
23-02294	1 PEC00030 PECO - 45951-30004	45951-30004 7/19-8/17/23RESTRO	40.65	P	264	09/01/23	09/01/23	09/01/23 081823	
23-02302	1 PEC00025 PECO - 59500-35010	59500-35010 7/24-8/22/23POND P	38.64	P	267	09/05/23	09/05/23	09/05/23	
23-02314	1 COMCA100 COMCAST 8499 10 109 0170322	0170322 9/1-9/30/23 PARKCAMERA	119.90	P	25184	09/07/23	09/07/23	09/07/23 082623	
23-02325	1 PEC00035 PECO - 18510-39089	18510-39089 8/1-8/30/23BOWTREE	78.13	P	25191	09/07/23	09/07/23	09/07/23 083123	
23-02360	5 PEC00010 PECO - 99193-01302	9919301302 7/25-8/23/23SUMMARY	100.53	P	25220	09/11/23	09/11/23	09/12/23 090523	
			377.85						
01-454-3717	MARYDELL POND REHAB								
23-02303	1 PEC00050 PECO - 02280-03067	02280-03067 7/31-8/29/23MARYDE	82.36	P	268	09/05/23	09/05/23	09/05/23 082923	
01-454-3740	PARK MAINTENANCE & REPAIR								
23-02318	1 KENTA005 KENT AUTOMOTIVE	VARIOUS SIZE HEXHEAD LAG SCREW	352.70	P	25188	09/07/23	09/07/23	09/07/23 9310871494	
01-483-5315	PENSION - DC NON-UNIFORM								
23-02299	1 FBO00005 TD AMERITRADE FBO 913-022866	SEPTEMBER 2023 FBO 913-022866	15,675.00	P	25176	09/01/23	09/01/23	09/01/23 090123	
01-486-1560	HEALTH,ACCID. & LIFE								
23-02289	1 DELAW040 DELAWARE VALLEY HEALTH TRUST	SEPT 2023 PREMIUM MED & DENTAL	70,092.99	P	25164	08/31/23	08/31/23	08/31/23 25613	

Account	Description	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	PO Type
P.O. Id Item Vendor									
01-487-1550	DRUG & ALCOHOL TESTING								
23-02386 1 OCCUP005	OCCUPATIONAL HEALTH CENTER	DRUG SCREENING-BIONDI & WASHCO	375.00	P	25216	09/12/23	09/12/23	09/12/23 262938	
01-487-1910	UNIFORMS								
23-02277 2 CINTA005	CINTAS CORPORATION #287	CLEAN MATS & UNIFORMS WE083023	756.75	P	25163	08/31/23	08/31/23	08/31/23 4166309538	
Fund Total:			557,652.82						
03-430-7400	CAPITAL REPLACEMENT - HWY EQUIP								
23-02292 1 BESTC005	BEST CHOICE TRAILERS, INC.	2023 LAMAR U6832027 TRAILER	7,195.00	P	1593	08/31/23	08/31/23	08/31/23 082123	
23-02376 1 INTER005	INTERCON TRUCK EQUIPMENT	FURNISH & INSTALL SNOW PLOW	10,949.00	P	1594	09/11/23	09/11/23	09/12/23 1102817-IN	
23-02402 1 TONY005	TONY'S EMERGENCY SERVICES	2024 FORD F350 INSTALL LIGHTS	3,680.00	P	1595	09/12/23	09/12/23	09/12/23 1219	
Tracking Id: LIQFUEL LIQUID FUEL PURCHASES			21,824.00						
Fund Total:			21,824.00						
05-420-3600	C.C. METERS - UTILITIES								
23-02361 3 PEC00005	PECO - 99193-01204	9919301204 7/25-8/23/23SUMMARY	5.03	P	5771	09/11/23	09/11/23	09/12/23 090523	
23-02361 4 PEC00005	PECO - 99193-01204	9919301204 7/25-8/23/23SUMMARY	5.03	P	5771	09/11/23	09/11/23	09/12/23 090523	
23-02361 8 PEC00005	PECO - 99193-01204	9919301204 7/25-8/23/23SUMMARY	10.97	P	5771	09/11/23	09/11/23	09/12/23 090523	
			21.03						
05-420-3601	C.C. INTERCEPTOR-UTILITIES								
23-02320 1 MODEM005	VERIZON - 442069312 MODEMS	7/26/23-8/25/23 MODEMS	140.20	P	5762	09/07/23	09/07/23	09/07/23 9942895782	
05-420-3602	C.C. COLLECTION -UTILITIES								
23-02316 1 COMCA040	COMCAST 8499-10-085-0054593	0054593 8/28-9/27/23 HERSHEY	175.59	P	5760	09/07/23	09/07/23	09/07/23 082323	
23-02361 5 PEC00005	PECO - 99193-01204	9919301204 7/25-8/23/23SUMMARY	5.03	P	5771	09/11/23	09/11/23	09/12/23 090523	
23-02361 7 PEC00005	PECO - 99193-01204	9919301204 7/25-8/23/23SUMMARY	366.43	P	5771	09/11/23	09/11/23	09/12/23 090523	
			547.05						
05-420-3603	ASHBRIDGE - UTILITIES								
23-02317 1 COMCA035	COMCAST 8499-10-109-0165934	0165934 8/28-9/27/23 ASHBRIDGE	175.59	P	5759	09/07/23	09/07/23	09/07/23 082323	
23-02324 1 PEC00040	PECO - 04725-43025	04725-43025 8/1-8/30/23WYLLPEN	296.69	P	5763	09/07/23	09/07/23	09/07/23 083123	
			472.28						
05-420-3604	MILL VAL./BARKWAY UTILITIES								
23-02315 1 COMCA030	COMCAST 8499-10-085-0054585	0054585 8/28-9/27/23 BARKWAY	176.03	P	5758	09/07/23	09/07/23	09/07/23 082323	

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East Goshen Township  
2023 Purchase Order Listing By Expenditure Account

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Account	Description	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	PO Type
P.O. Id	Item Vendor								
05-420-3604	MILL VAL./BARKWAY UTILITIES	Continued							
23-02361	1 PECO0005 PECO - 99193-01204	9919301204 7/25-8/23/23SUMMARY	163.50	P	5771 09/11/23	09/11/23	09/12/23	090523	
			339.53						
05-420-3701	C.C. INTERCEPT.-MAINT.&REP								
23-02377	1 ORNER005 ORNER,TRAVIS	REMOVE ASH TREE MARGO LN-SEWER	4,675.00	P	5770 09/11/23	09/11/23	09/12/23	1527	
05-422-2440	R.C. STP- CHEMICALS								
23-02371	1 UNIVA005 UNIVAR USA INC.	1355 GALS ALMN SULFATE 48%	3,148.75	P	5773 09/11/23	09/11/23	09/12/23	51443009	
05-422-3600	R.C STP -UTILITIES								
23-02361	2 PECO0005 PECO - 99193-01204	9919301204 7/25-8/23/23SUMMARY	6,936.84	P	5771 09/11/23	09/11/23	09/12/23	090523	
23-02388	1 COMCA095 COMCAST 8499 10 109 0169050	0169050 9/8-10/7/23 TOWNE DR	254.05	P	5769 09/12/23	09/12/23	09/12/23	090323	
			7,190.89						
05-422-3601	R.C. COLLEC.-UTILITIES								
23-02312	1 FIOS0005 VERIZON - PW FIOS 0001-15	8/28-9/27/23 PW FIOS	79.00	P	5761 09/07/23	09/07/23	09/07/23	082723	
23-02361	6 PECO0005 PECO - 99193-01204	9919301204 7/25-8/23/23SUMMARY	120.71	P	5771 09/11/23	09/11/23	09/12/23	090523	
			199.71						
05-422-3700	R.C. STP-MAINT.& REPAIRS								
23-02350	1 COLON005 COLONIAL ELECTRIC SUPPLY	MOTOR STARTER&THERMAL OVERLOAD	1,156.54	P	5768 09/11/23	09/11/23	09/12/23	15358923	
23-02353	1 PIPED005 PIPE DATA VIEW	VACUUM EFFLUENT TANK @SEWER PL	1,550.00	P	5772 09/11/23	09/11/23	09/12/23	22487	
			2,706.54						
05-422-3701	R.C. COLLEC.-MAINT.& REPR								
23-02338	1 ACEDI005 ACE DISPOSAL CORPORATION	STAND BY TIME AUGUST 2023 THOR	187.50	P	5756 09/07/23	09/07/23	09/07/23	191913	
05-422-4500	R.C. STP-CONTRACTED SERV.								
23-02304	1 BIGFI005 BIG FISH ENVIRONMENTAL SERVICE	SERVICES RE: RCSTP-AUGUST 2023	17,234.89	P	538 09/05/23	09/05/23	09/05/23	23-0831	
23-02308	1 SUBUR010 SUBURBAN TESTING LABS INC.	LABTESTING RCSTP AUGUST 2023	2,250.00	P	5764 09/07/23	09/07/23	09/07/23		
			19,484.89						
05-422-4502	R.C. SLUDGE-LAND CHESTER								
23-02313	1 BLOSE005 BLOSENSKI DISPOSAL CO, CHARLES	SWITCH 20 YD W/ LINER 082823	259.00	P	5757 09/07/23	09/07/23	09/07/23	187484	
23-02347	1 CCSOL005 C.C. SOLID WASTE AUTHORITY	WEEK 8/23/2023- 8/31/2023	769.86	P	543 09/08/23	09/08/23	09/08/23	68327	
23-02381	1 BLOSE005 BLOSENSKI DISPOSAL CO, CHARLES	SWITCH 20 YD W/ LINER 090523	259.00	P	5767 09/12/23	09/12/23	09/12/23	187561	
			1,287.86						

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East Goshen Township  
2023 Purchase Order Listing By Expenditure Account

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Account	Description		Item Description	Amount	Stat/Chk	First Enc	Rcvd Date	Chk/Void Date	Invoice	PO Type
P.O. Id	Item	Vendor								
05-429-3250	ADMIN.- POSTAGE									
23-02342	1	USPOS005	US POSTMASTER LATE NOTICE UTILITY BILL3Q2023	172.51	P	5765	09/08/23	09/08/23	09/08/23	090823
05-429-3400	ADMIN. - PRINTING									
23-02387	1	21STC005	21ST CENT.MEDIA NEWS #884433 NOTICE- MUN AUTH SEALED BIDS	427.06	P	5766	09/12/23	09/12/23	09/12/23	2507014
Fund Total:				41,000.80						
06-427-3250	POSTAGE									
23-02342	2	USPOS005	US POSTMASTER LATE NOTICE UTILITY BILL3Q2023	172.50	P	878	09/08/23	09/08/23	09/08/23	090823
06-427-4500	CONTRACTED SERV.									
23-02346	1	AJBAJ005	AJB A.J. BLOSENSKI INC. RESIDENTIAL PICKUP SEPT 2023	80,993.08	P	641	09/08/23	09/08/23	09/08/23	1483435w360
06-427-4502	LANDFILL FEES									
23-02347	2	CCSOL005	C.C. SOLID WASTE AUTHORITY WEEK 8/23/2023- 8/31/2023	7,510.52	P	642	09/08/23	09/08/23	09/08/23	68327
06-427-4504	RECYCLING FEES									
23-02359	1	TOTAL010	TOTAL RECYCLE INC. RECYCLING FEES AUGUST 2023	4,612.04	P	879	09/11/23	09/11/23	09/12/23	14572
Fund Total:				93,288.14						
07-429-1505	RCSTP CAPITAL									
23-02333	1	PREMI015	PREMIUM POWER SERVICES LLC. PARTIAL PYMT RC GENERATOR SUPP	17,500.00	P	3439	09/07/23	09/07/23	09/07/23	
07-429-1520	RCSTP - CAUSTIC SODA									
23-02291	1	LECLE005	LEC - LENNI ELECTRIC CORPORATI RC PIPING FOR CAUSTICSODA TANK	18,930.40	P	3438	08/31/23	08/31/23	08/31/23	230571
Fund Total:				36,430.40						
<hr/>										
Total Charged Lines:		156	Total List Amount:	750,196.16	Total Void Amount:	0.00				

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Totals by Year-Fund  
Fund Description

Fund

Expend Total

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General Fund 3-01 557,652.82

Capital Reserve 3-03 21,824.00

Sewer 3-05 41,000.80

Refuse 3-06 93,288.14

MA 3-07 36,430.40

Total of All Funds: 750,196.16

-36,430.40

TOTAL FOR BOARD APPROVAL 713,765.76

FUND 07 MUNICIPAL AUTHORITY EXCLUDED FROM BOARD  
APPROVAL

# East Goshen Township

## 2024 Preliminary Budget – 5 Year Capital Plan & All Other Funds

September 19, 2023



2024 Preliminary Budget – Total East Goshen Township Debt

		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2024-2037
General Fund	2003 Principal															-
	4.3% Interest															-
																-
General Fund	2017 Principal	320,000	330,000	335,000	340,000	350,000	355,000	365,000	375,000	390,000	400,000	410,000	425,000	435,000	450,000	5,280,000
	2.7% Interest	141,400	135,000	128,400	121,700	114,475	106,600	97,725	86,775	75,525	63,825	51,825	39,525	26,775	13,725	1,203,275
		461,400	465,000	463,400	461,700	464,475	461,600	462,725	461,775	465,525	463,825	461,825	464,525	461,775	463,725	6,483,275
Total General Fund		461,400	465,000	463,400	461,700	464,475	461,600	462,725	461,775	465,525	463,825	461,825	464,525	461,775	463,725	6,483,275
		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2024-2037
Sewer Operating Fund	2008 Principal	438,000	455,000	473,000	492,000	512,000	533,000	554,000	576,000	599,000						4,632,000
	4.0% Interest	174,755	157,073	138,699	119,592	99,713	79,022	57,499	35,125	11,860						873,338
		612,755	612,073	611,699	611,592	611,713	612,022	611,499	611,125	610,860	-	-	-	-	-	5,505,338
Sewer Operating Fund	2013 Principal	125,000	129,000	133,000	137,000	142,000	146,000	151,000	156,000	161,000	166,000					1,446,000
	3.1% Interest	44,089	40,277	36,344	32,289	28,112	23,782	19,331	14,727	9,970	5,061					253,982
		169,089	169,277	169,344	169,289	170,112	169,782	170,331	170,727	170,970	171,061	-	-	-	-	1,699,982
Sewer Operating Fund	2017 Principal	135,000	135,000	140,000	145,000	145,000	150,000	155,000	160,000	160,000	165,000	170,000	175,000	185,000	190,000	2,210,000
	2.7% Interest	59,189	56,489	53,789	50,989	47,908	44,645	40,895	36,245	31,445	26,645	21,695	16,595	11,345	5,795	503,668
		194,189	191,489	193,789	195,989	192,908	194,645	195,895	196,245	191,445	191,645	191,695	191,595	196,345	195,795	2,713,668
Total Sewer Operating Fund		976,032	972,839	974,832	976,870	974,732	976,449	977,725	978,097	973,275	362,706	191,695	191,595	196,345	195,795	9,918,988
		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2024-2037
Total EGT Debt		1,437,432	1,437,839	1,438,232	1,438,570	1,439,207	1,438,049	1,440,450	1,439,872	1,438,800	826,531	653,520	656,120	658,120	659,520	16,402,263
Outstanding Debt 2024 - 2037																
General Fund		40%														
Sewer Fund		60%														

Major Capital projects are funded by multiple revenue sources including Municipal Bonds or Loans, Capital Reserve Funds, Awarded Grant Money (State or Federal), and additional federal or state disbursements (FEMA or ARPA). General Fund debt and Capital Reserve Funds are funded by taxes, while Sewer debt and Sewer Capital Reserve Funds are funded by Sewer Rates. In comparison, Municipal Bonds or Loans are dollars received up-front to pay for high-cost projects, then repaid annually over a long term (principal and interest). At this time, all but \$175K of the original \$8.097M 2017 Bond proceeds are projected to be spent through 2024.

# East Goshen Township

## 2024-2028 Capital Improvement Program

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SEPTEMBER 19, 2023

# 2024-2028 Capital Improvement Program Summary



## Expenses

Category	2024	2025	2026	2027	2028
Administration (Office, Buildings, Structures)	\$ 61,000	\$ 128,000	\$ 36,000	\$ 30,000	\$ 30,000
Public Works	\$ 448,000	\$ 983,000	\$ 585,000	\$ 200,000	\$ 200,000
Park	\$ 52,000	\$ -	\$ -	\$ -	\$ 225,000
Milltown Dam	\$ 1,009,138	\$ 175,000	\$ -	\$ -	\$ -
Hershey Mill Pond	\$ -	\$ -	\$ 250,000	\$ -	\$ -
Bow Tree Pond I	\$ 91,850	\$ -	\$ -	\$ -	\$ -
WG Sanitary Treatment Plant	\$ 124,613	\$ 174,078	\$ 35,000	\$ 35,000	\$ 35,000
Ridley Creek STP, Pump Stations, & Infrastructure	\$ 892,464	\$ 298,000	\$ 182,000	\$ 184,000	\$ 162,000
<b>Total</b>	<b>\$2,679,065</b>	<b>\$1,758,078</b>	<b>\$1,088,000</b>	<b>\$449,000</b>	<b>\$652,000</b>

Funding Source	2024	2025	2026	2027	2028
Capital Reserve Fund	\$ 561,000	\$ 816,000	\$ 621,000	\$ 230,000	\$ 455,000
Sewer Capital Reserve Fund	\$ 1,017,077	\$ 767,078	\$ 217,000	\$ 219,000	\$ 197,000
Grants	\$ 91,850	\$ -	\$ -	\$ -	\$ -
Series 2017 Bonds	\$ 1,009,138	\$ 175,000	\$ -	\$ -	\$ -
Infrastructure Sustainability Fund	\$ -	\$ -	\$ 250,000	\$ -	\$ -
<b>Total</b>	<b>\$2,679,065</b>	<b>\$1,758,078</b>	<b>\$1,088,000</b>	<b>\$449,000</b>	<b>\$652,000</b>

\*\*\* Large public projects currently underway are Bow Tree Pond dredging, Milltown Dam Rehabilitation, and the Chester Creek Interceptor cleaning and maintenance. The remaining items are plans for vehicle purchase and replacement, building maintenance, park improvements, and sewer treatment facility and storm water maintenance.



# 2024-2028 Capital Improvement Program

## Administration/Office Capital Expenses

Category	2024	2025	2026	2027	2028
Computer Replacement	\$ 16,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
Large Format Scanner/Printer			\$ 12,000		
Radio Booster	\$ 45,000				
Ceiling Heat/AC Units (3 units)			\$ 12,000		
Large Overhead Garage Doors		\$ 16,000		\$ 18,000	\$ 18,000
Township Building Windows		\$ 100,000			
<b>Total</b>	<b>\$ 61,000</b>	<b>\$ 128,000</b>	<b>\$ 36,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>
Category	2024	2025	2026	2027	2028
Capital Reserve Fund	\$ 61,000	\$ 128,000	\$ 36,000	\$ 30,000	\$ 30,000
Sewer Capital Reserve Fund					
Grants					
Series 2017 Bonds					
Infrastructure Sustainability Fund					
<b>Total</b>	<b>\$ 61,000</b>	<b>\$ 128,000</b>	<b>\$ 36,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>

### Notes:

- 4 PC replacements in 2024.
- 3 IPAD replacements in 2024 for Codes Department Inspectors and Director.
- Radio booster needed to comply with Township ordinance amendment, promoting public safety in event of serious emergency...if it testing indicates it is necessary.

# 2024-2028 Capital Improvement Program



## Public Works Expenses

Category	2024	2025	2026	2027	2028
Dump Truck	\$ 256,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Gator ATV		\$ 18,000			
F350 Pickup w/ Plow	\$ 70,000	\$ 70,000			
Vacuum Truck		\$ 590,000			
2 Exmark Mowers	\$ 35,000	\$ 35,000	\$ 35,000		
2 Utility Trailers	\$ 14,000				
Drone	\$ 3,000				
Chipper			\$ 100,000		
Tractor/Mower	\$ 70,000	\$ 70,000			
Paver			\$ 250,000		
<b>Total</b>	<b>\$ 448,000</b>	<b>\$ 983,000</b>	<b>\$ 585,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>
Category	2024	2025	2026	2027	2028
Capital Reserve Fund	\$ 448,000	\$ 688,000	\$ 585,000	\$ 200,000	\$ 200,000
Sewer Capital Reserve Fund		\$ 295,000			
Grants					
Series 2017 Bonds					
Infrastructure Sustainability Fund					
<b>Total</b>	<b>\$ 448,000</b>	<b>\$ 983,000</b>	<b>\$ 585,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>

- Continued replacement of equipment and trucks per Fixed Asset and Capital Depreciation schedule.
- Estimate new paver needed by 2026. Current machine from 2016.
- VAC truck requested by PW Director for 2025 delivery. This equipment has been used via rental and is utilized for sewer and storm water repairs and maintenance which greatly increases efficiency and reduces manpower needed.

# 2024-2028 Capital Improvement Program



## Park Expenses

Category	2024	2025	2026	2027	2028
Area Around Playground	\$ 3,000				
Veteran's Pavilion Area	\$ 24,000				
Misc. Mid-Term Improvements	\$ 25,000				
Re-Surface EGT Playground Area					\$ 225,000
<b>Total</b>	<b>\$ 52,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 225,000</b>
Category	2024	2025	2026	2027	2028
Capital Reserve Fund	\$ 52,000	\$ -	\$ -	\$ -	\$ 225,000
Sewer Capital Reserve Fund					
Grants					
Series 2017 Bonds					
Infrastructure Sustainability Fund					
<b>Total</b>	<b>\$ 52,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 225,000</b>

- Area around playground projects include T-ball & volleyball area renovation and Wiffle Ball field.
- Veteran's Pavilion improvements include fixed chess tables, grill upgrades and stones course.
- Misc. mid-term improvements include tennis and baseball field bleachers.
- Projected increase in funding in anticipation of EGT Playground re-surfacing by 2030.

# 2024-2028 Capital Improvement Program



## Hershey's Mill Estates Sewer, Milltown Dam, & WG STP

Category	2024	2025	2026	2027	2028
Milltown Dam	\$ 1,009,138	\$ 175,000			
Bow Tree Pond I	\$ 91,850				
Hershey Mill Pond			\$ 250,000		
West Goshen Sanitary Treatment Plant Improvements (Including Westtown Way Pump Station)	\$ 124,613	\$ 174,078	\$ 35,000	\$ 35,000	\$ 35,000
<b>Total</b>	<b>\$ 1,225,601</b>	<b>\$ 349,078</b>	<b>\$ 285,000</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>
Category	2024	2025	2026	2027	2028
Capital Reserve Fund					
Sewer Capital Reserve Fund	\$ 124,613	\$ 174,078	\$ 35,000	\$ 35,000	\$ 35,000
Grants	\$ 91,850				
Series 2017 Bonds	\$ 1,009,138	\$ 175,000	\$ -	\$ -	\$ -
Infrastructure Sustainability Fund	\$ -	\$ -	\$ 250,000	\$ -	\$ -
<b>Total</b>	<b>\$ 1,225,601</b>	<b>\$ 349,078</b>	<b>\$ 285,000</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>

- Assumes that 1/3 of immediate/required Milltown Mill Dam work occurs in 2023, 2/3 in 2024 with the remaining improvements to be determined. Remaining grant money spread to future year in anticipation of plantings, stream restoration, trails, possible parking area and other upgrades. No grant money is currently included in the forecast but would be sought by staff.
- Hershey's Mill Estates Sewer Rehabilitation completed in 2023.
- Bow Tree Pond dredging project started in 2023, to be completed in 2024. LSA grant awarded for \$176K.
- Projected Hershey Mill Pond restoration is 2026.
- Ongoing commitment to WGSTP capital projects and final billing closeout for improvements completed.

# 2024-2028 Capital Improvement Program

## EGT Sewer Capital Maintenance (RC STP & Pump Stations)



Category	2024	2025	2026	2027	2028
Hunt Country/HM Lift Station Pump Replacement		\$ 20,000	\$ 20,000		
Hunt Country P/S Mag Meter		\$ 15,000			
Hunt Country P/S Muffin Monster		\$ 67,000			
Hunt Country P/S Bypass Pump		\$ 2,000			
Relining AC sewer lines and brick manholes	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000
Ridley Creek STP rebuild 2 SBR pumps	\$ 16,000				
Ridley Creek STP rebuild 2 Sludge pumps	\$ 7,500				
Ridley Creek STP replace generator	\$ 225,000				
Ridley Creek STP Filter Feed Pump**		\$ 30,000	\$ 20,000	\$ 20,000	\$ 20,000
Ridley Creek STP Blower Replacement	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
Chester Creek Coll manhole lining (?) for 5 manholes	\$ 50,000				
Chester Creek Coll HM Pumpstation upgrade	\$ 85,000				
Chester Creek Interceptor Phase 2	\$ 366,964				
Chester Creek Coll Muffin Monster swap out		\$ 22,000		\$ 22,000	
<b>Total</b>	<b>\$ 892,464</b>	<b>\$ 298,000</b>	<b>\$ 182,000</b>	<b>\$ 184,000</b>	<b>\$ 162,000</b>
Category	2024	2025	2026	2027	2028
Capital Reserve Fund					
Sewer Capital Reserve Fund	\$ 892,464	\$ 298,000	\$ 182,000	\$ 184,000	\$ 162,000
Grants					
Series 2017 Bonds					
Infrastructure Sustainability Fund					
<b>Total</b>	<b>\$ 892,464</b>	<b>\$ 298,000</b>	<b>\$ 182,000</b>	<b>\$ 184,000</b>	<b>\$ 162,000</b>

- Ongoing maintenance and pump station upgrades per RCSTP Asset Depreciation inventory and staff recommendation.
- Replacement generator needed in 2024.
- Proactive Chester Creek Interceptor inspection & cleaning; Phase 1 in 2023, Phase 2 in 2024. Staff will seek grant funds to offset sewer capital fund contribution.

# 2023-2027 Capital Improvement Program

## Sewer Capital Maintenance (RC STP & Pump Stations)



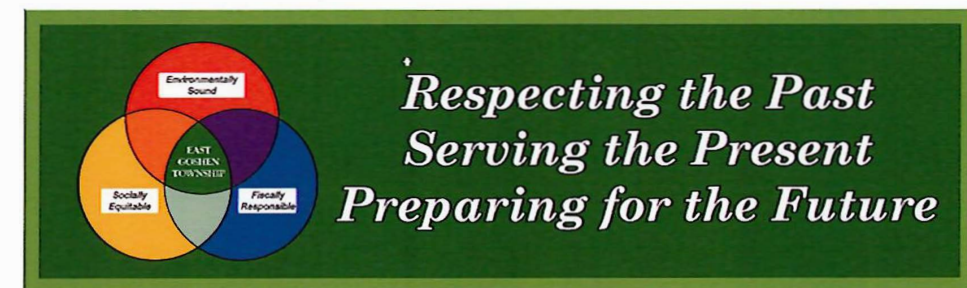
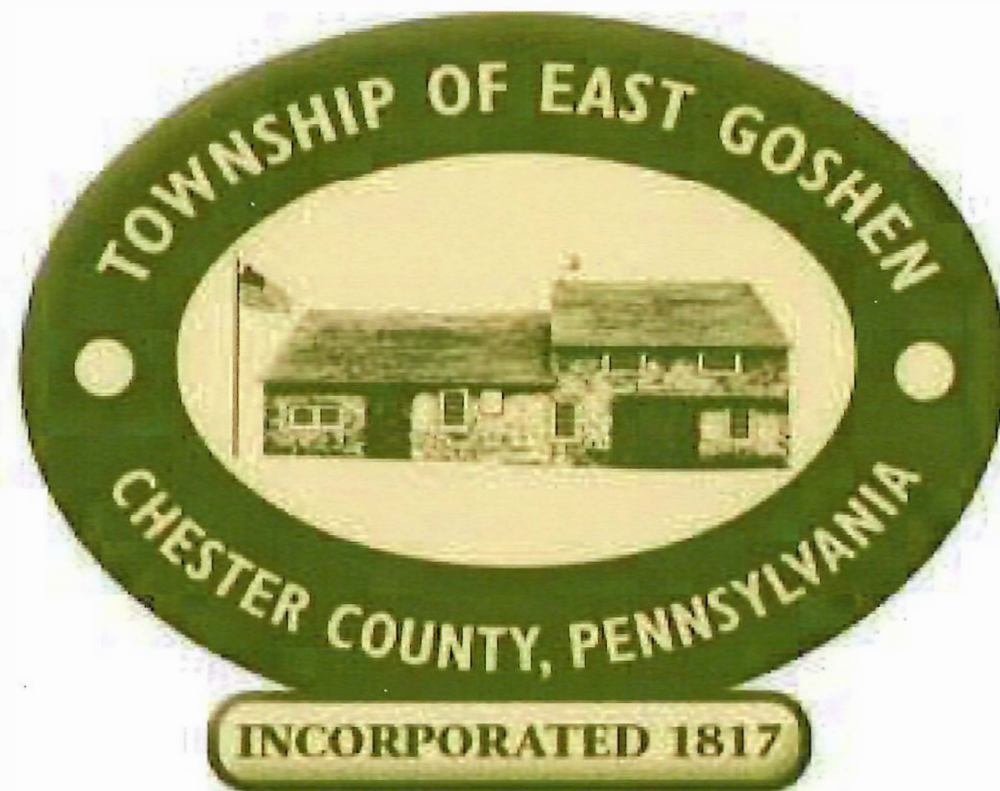
### Justification for New Assets

- **Relining brick manholes and asbestos cement sewer lines** was identified seven years ago as a long-term maintenance priority for pre-mid-1970s sewer assets, which are at the end of their useful life. Costs have increased; consider additional capital contribution annually. Supplee Valley would be next on the list for replacement.
- **Current generator has major issues** and needs to be replaced in 2024 to avoid constant power issues affecting various aspects of RCSTP.
- **Hunt Country Pump Station** upgrades recommended in 2025; has been postponed multiple years as other projects have taken priority.
- **Hershey Mill Pump Station** upgrades per asset depreciation schedule and recommendation for additional capacity.
- **Proactive Inspection and Cleaning of Chester Creek Interceptor** to address potential issues.

# East Goshen Township

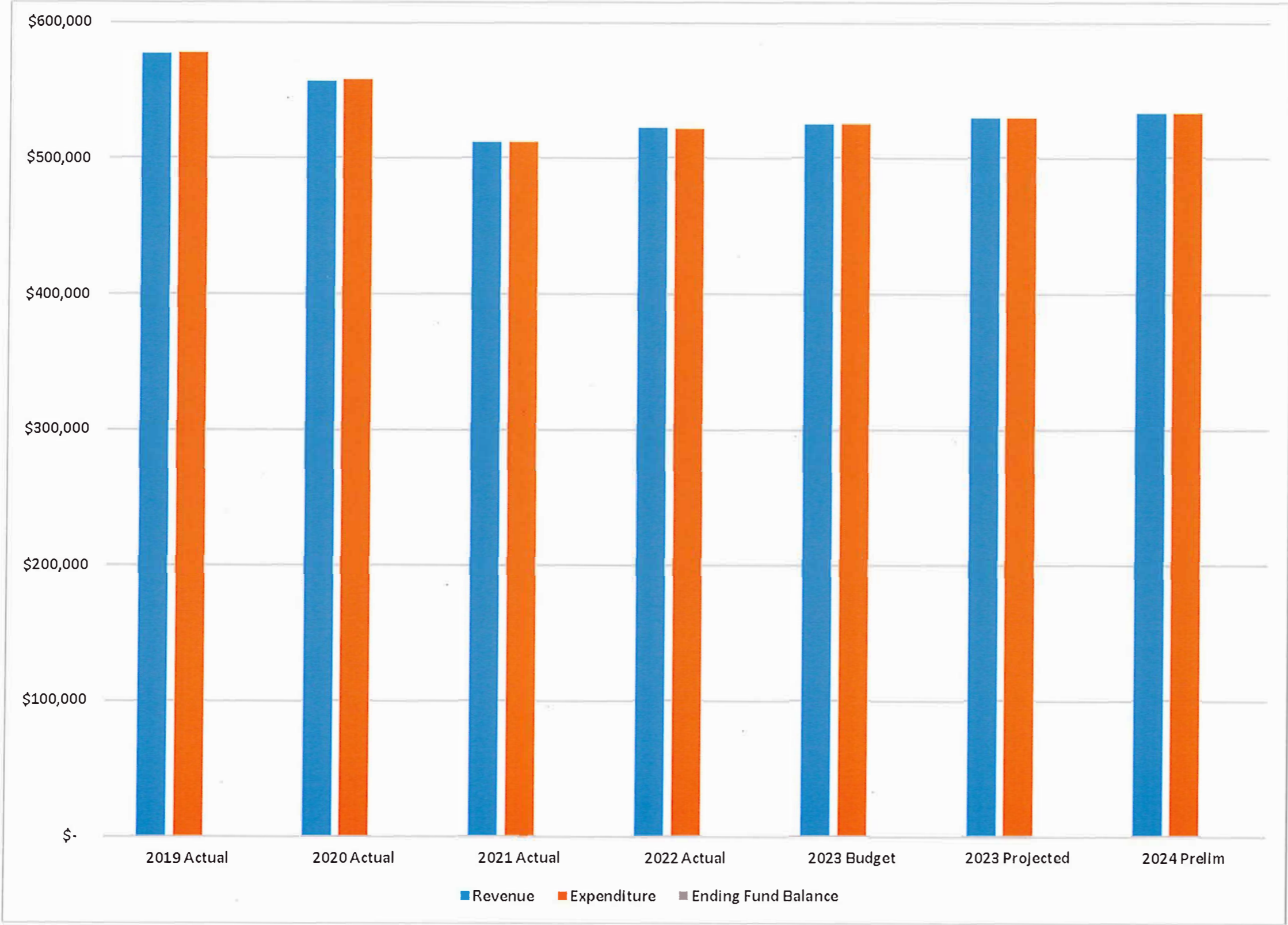
## 2024 Preliminary All Other Funds Budget

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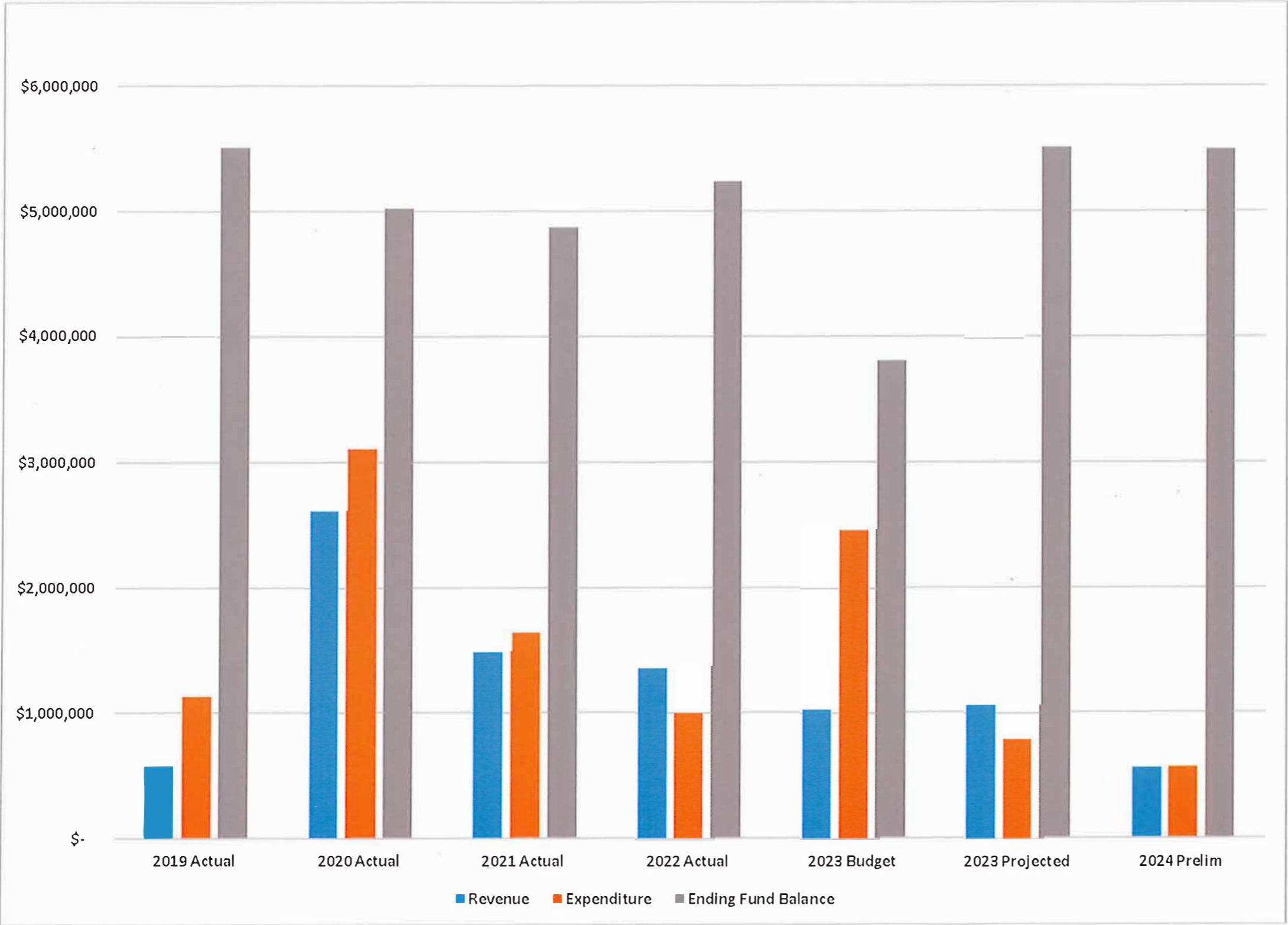
SEPTEMBER 19, 2023

2024 Preliminary Budget – Liquid Fuels Fund Trend



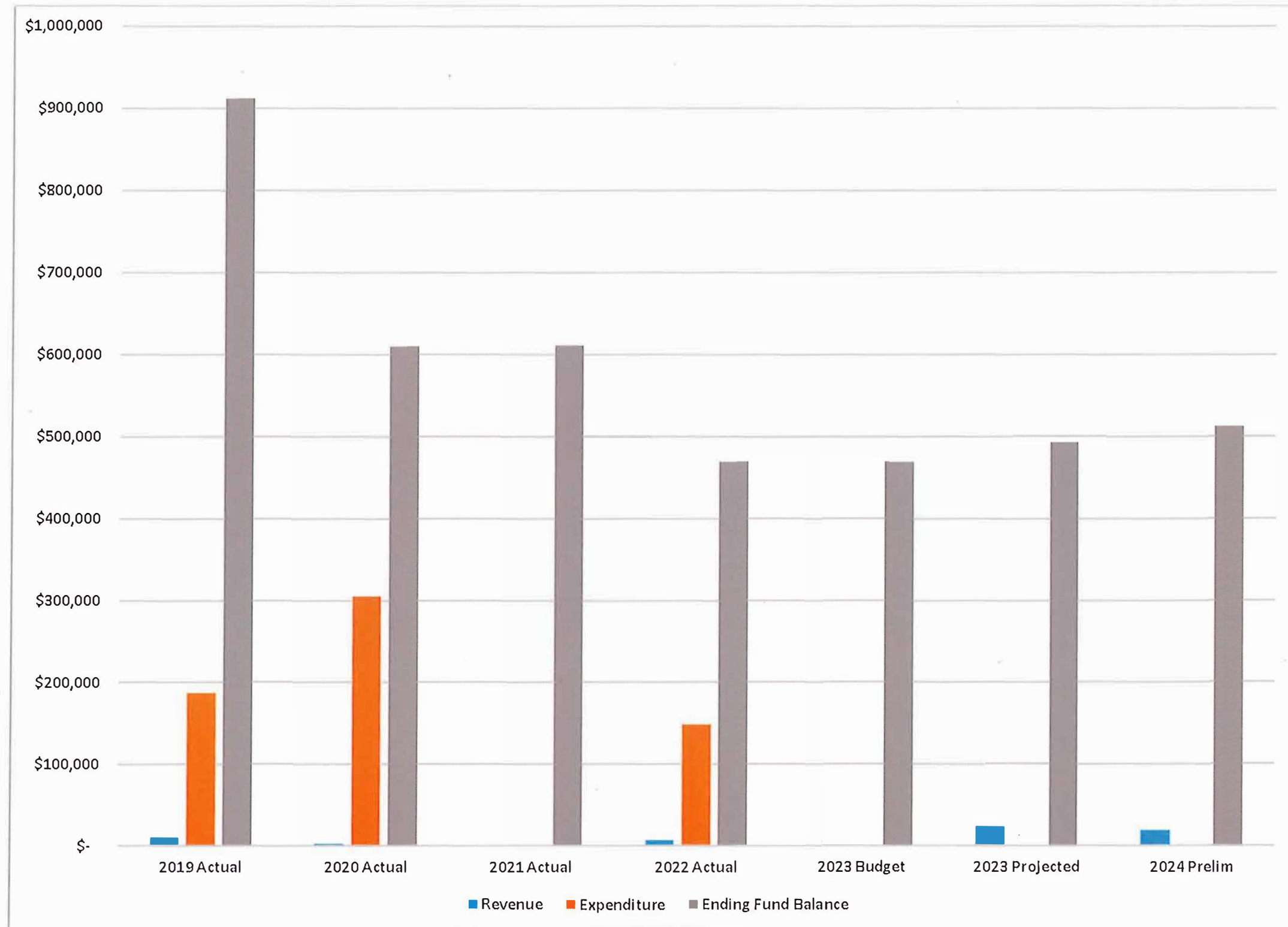
- Ultimately EGT receives funds from the state and expends everything possible from the General Fund that qualifies.
- Unknown annual receipts, until State emails in September each year.

2024 Preliminary Budget – Capital Reserve Fund Trend



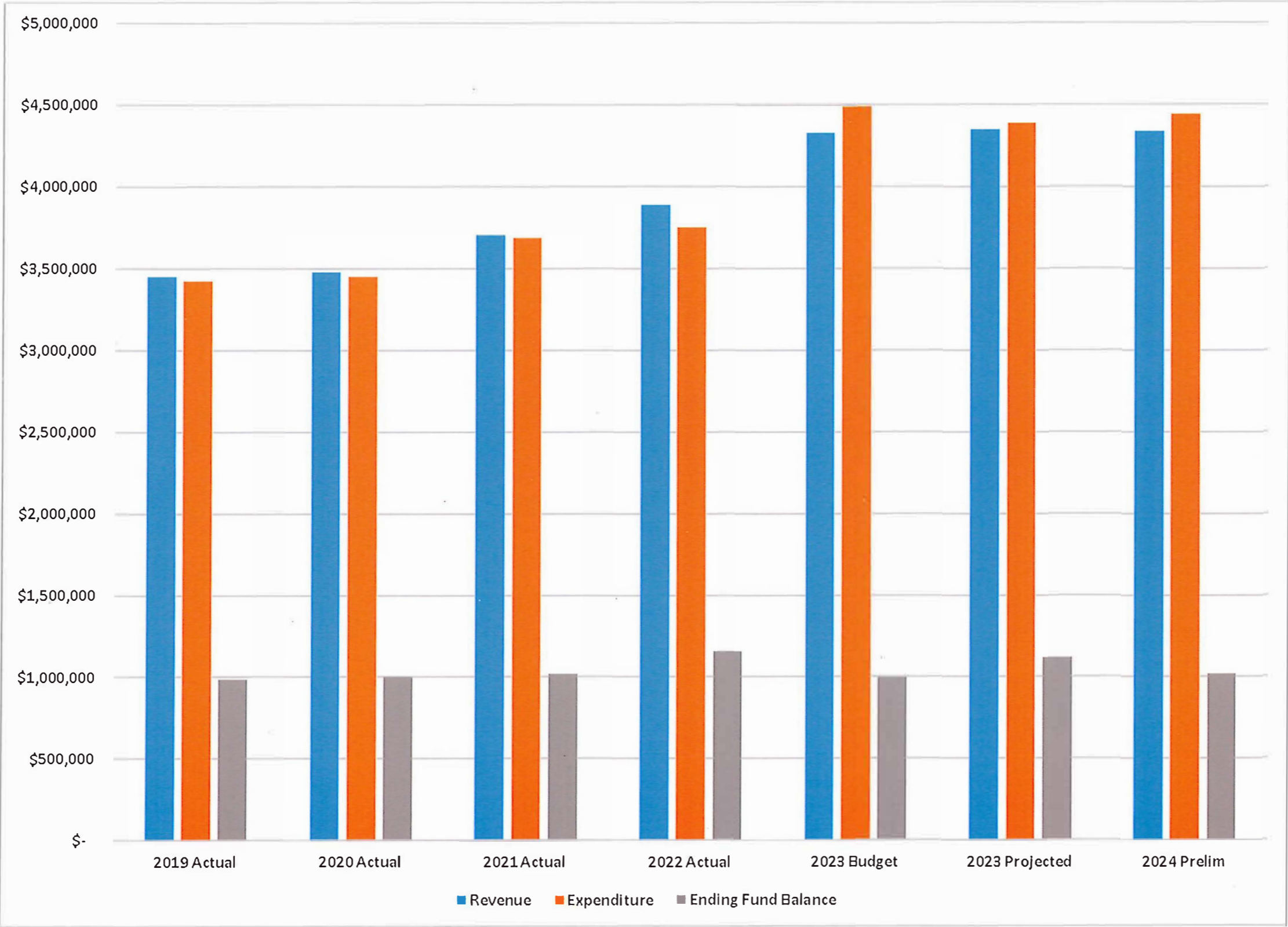
- Current Milltown Dam Project eliminating the need to draw on capital reserves.

## 2024 Preliminary Budget – Transportation Fund Trend



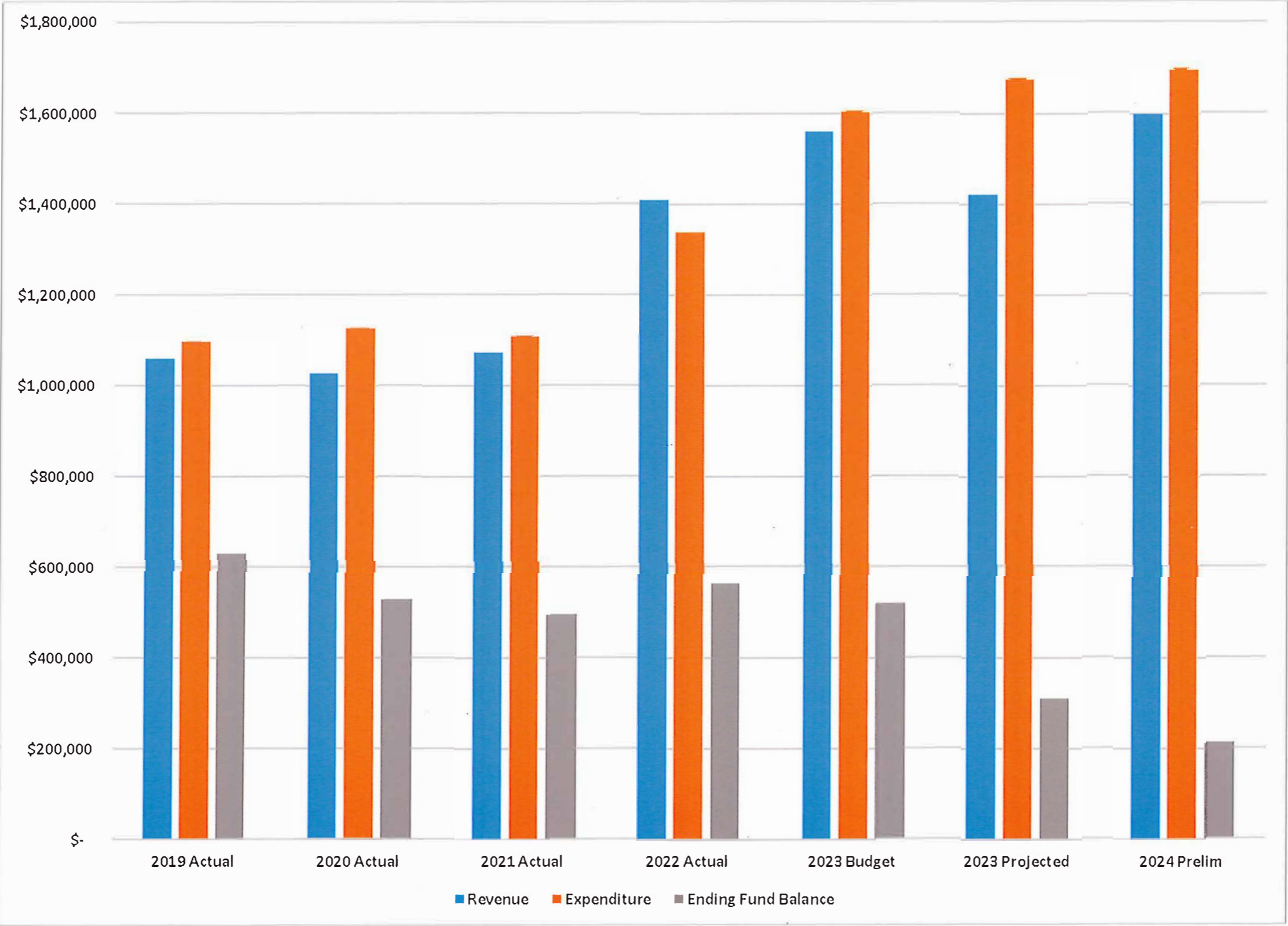
- Rarely used fund.
- Will research more the possible uses of impact and non-impact fees in the balance in plan to offset General Fund expenses that may be allowable.

2024 Preliminary Budget – Sewer Operating Fund Trend



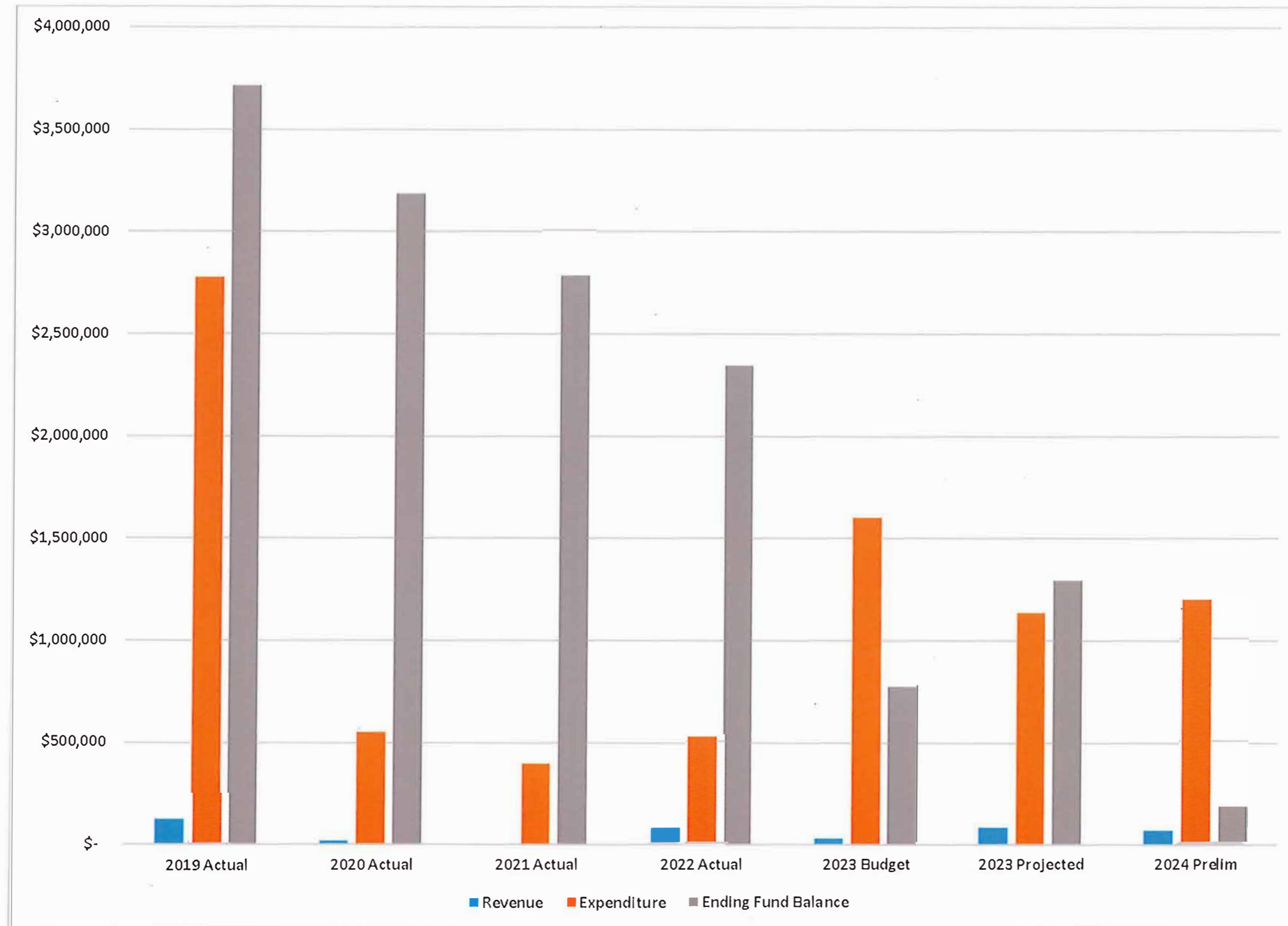
• Notice increased costs and declining balance.

2024 Preliminary Budget – Refuse Fund Trend



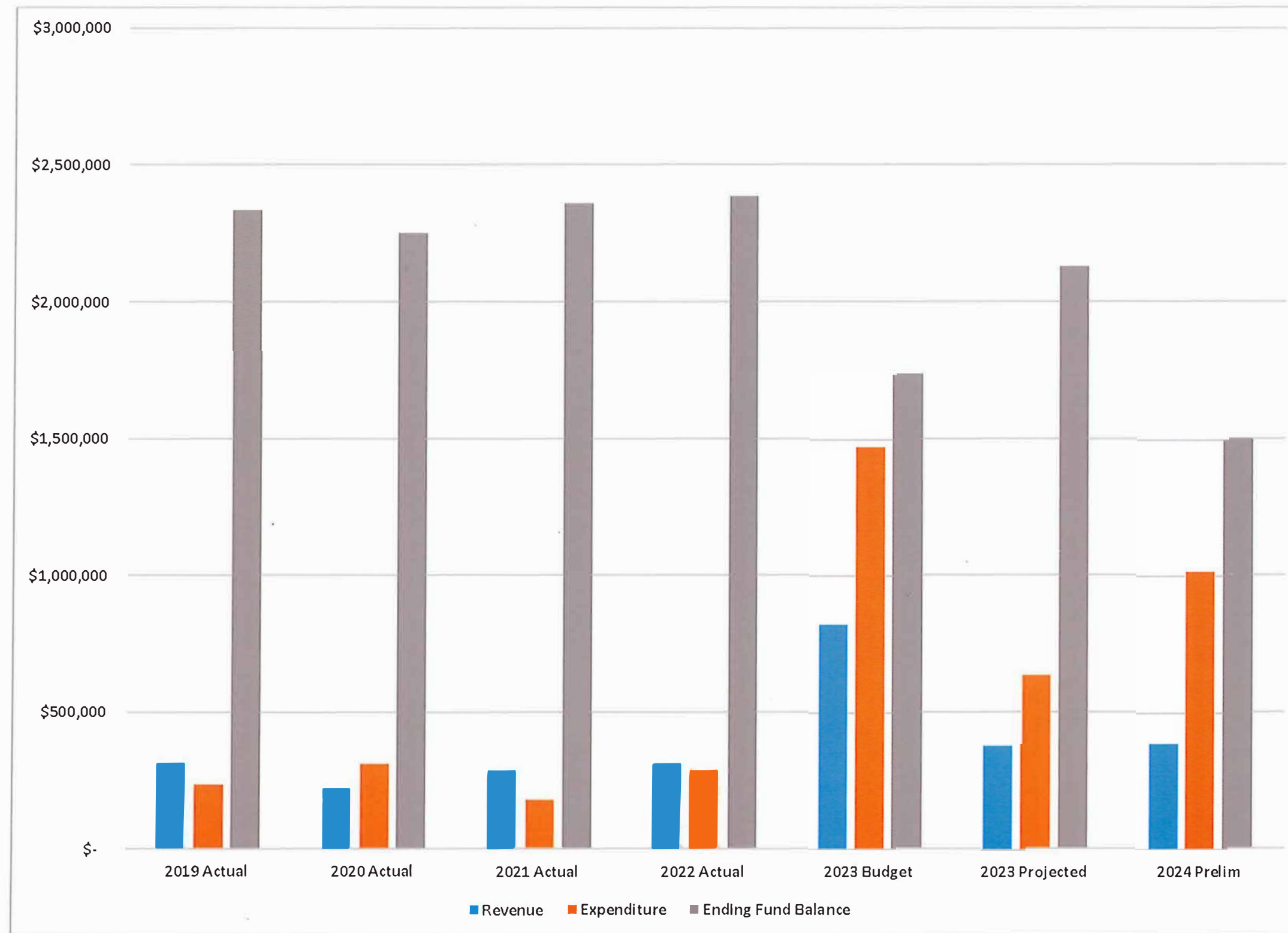
- Notice increasing costs in contract based on annual CPI-U as well as recycling cost increase in 2023/2024.
- 2024 Preliminary Budget assumes 902 Grant funds received; spent in 2023.

## 2024 Preliminary Budget – Bond Fund Trend



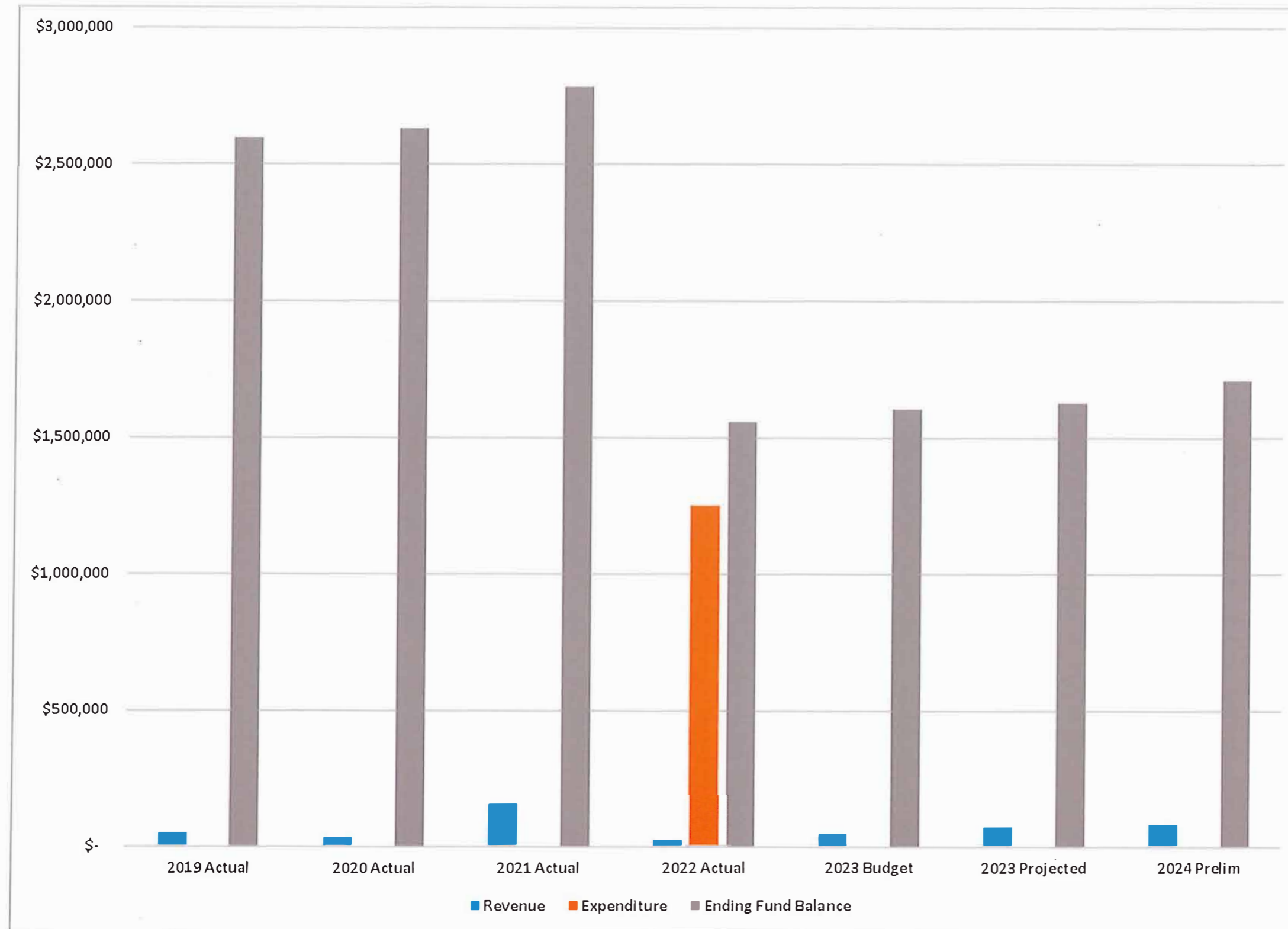
- With Sewer portion spent towards WTWPS, all but \$175K will be spent towards Milltown Dam Project through 2024.

## 2024 Preliminary Budget – Sewer Reserve Fund Trend



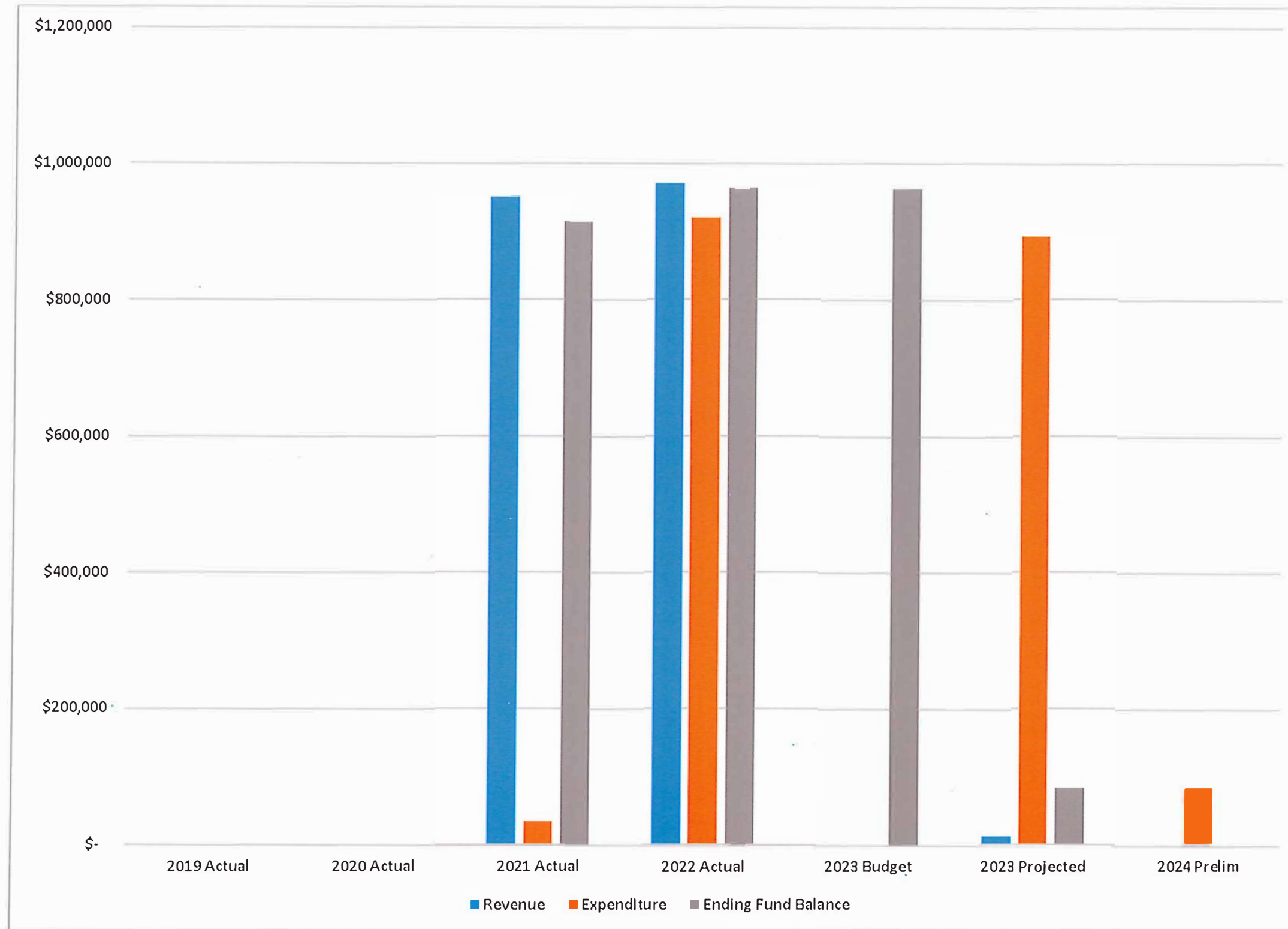
- Ongoing RCSTP expenses due to an aging plant, pump stations and sewer lines coupled with higher West Goshen operating and capital costs are driving the increase in expenses.
- The level of projected balances in the Sewer Operating Fund and Sewer Capital Reserve Fund will be recalculated in a 10-year plan towards the end of the year which will be the basis for a sewer rate increase discussion prior to July 2024, when rates typically change if they are going to and are approved.

## 2024 Preliminary Budget – Operating Reserve Fund Trend



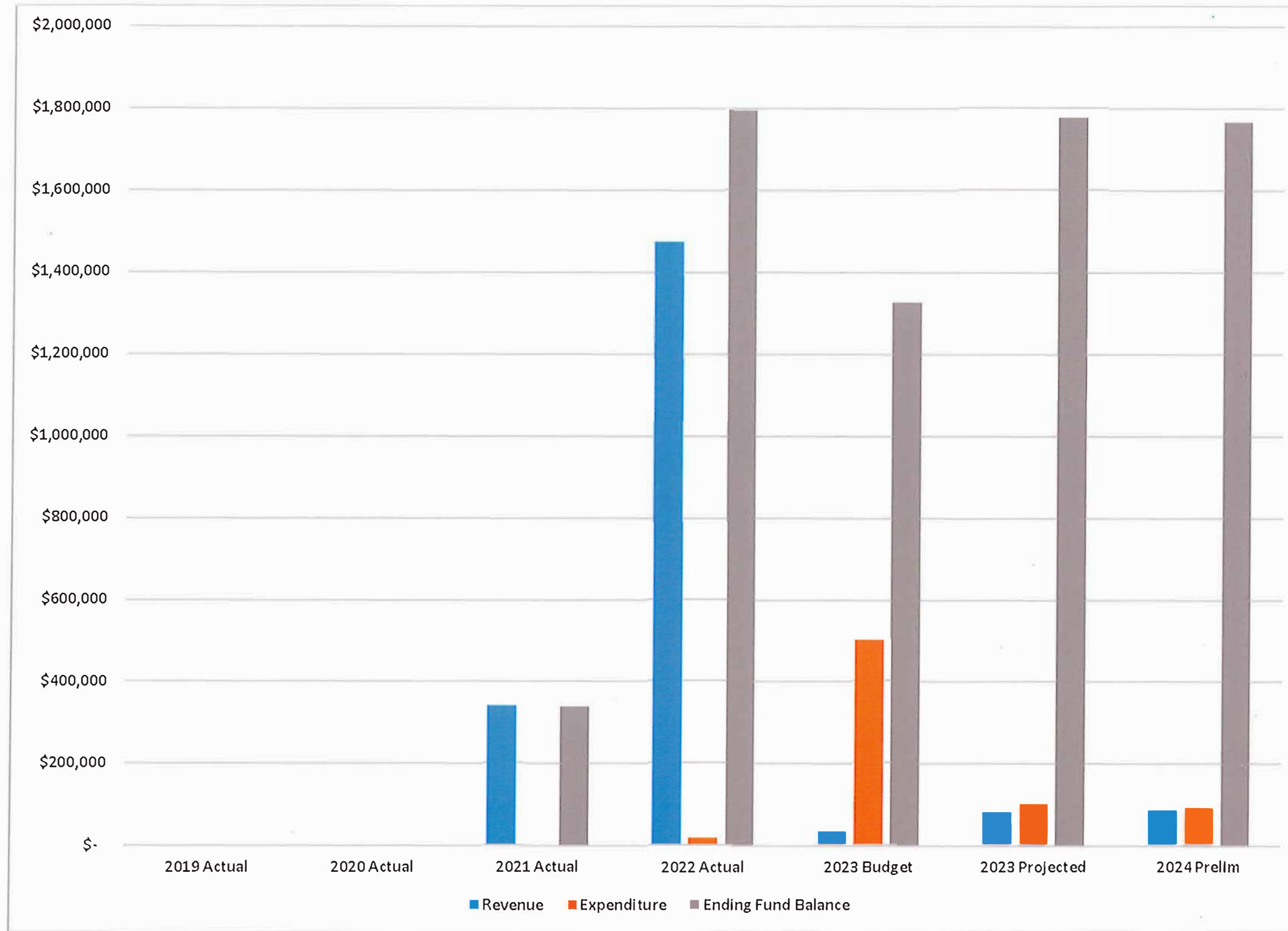
- Operating Reserves are to provide operational continuity for Township Operations if the General Fund has been exhausted.
- 2022 Op Reserve transferred \$1.25M into the Infrastructure Sustainability Fund to open up additional use of reserves for upcoming infrastructure maintenance projects rather than utilizing General Funds.

## 2024 Preliminary Budget – ARPA Fund Trend



- Federal money received in 2021 and 2022 totaling nearly \$1.9M.
- Board approved expenditures for Hybrid Board of Supervisors Meeting Room, Westtown Way Pump Station Improvements, and Hershey's Mill Estates Sewer Replacement.
- \$80K remaining in 2023 projected to be spent in 2024. Will seek BoS direction and approval for what to spend funds on. Recommendations include additional monitors in the BoS meeting room and the Caustic Soda project at RCSTP.

## 2024 Preliminary Budget – Infrastructure Sustainability Fund Trend



- Created with 2021 surplus.
- From Operating Reserve, a transfer of \$1.25M to allow reserves to be spent for pond rehabilitation and other infrastructure without straining the General Fund.
- No current continued future transfers planned at this time.

# Memo

Date: September 12, 2023

From: Derek Davis

To: Board of Supervisors

Re: Recycling Partnership Grant & Recycling Bin Distribution

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*The Recycling Partnership*, a non-profit organization focused on recycling promotion and awareness, has agreed to fund our portion of the upcoming recycling bin distribution that will be a township-wide effort in East Goshen.

As the board is aware, the township received a 902 Recycling Grant from the commonwealth for \$168,000 in order to purchase and distribute new recycling bins with lids. That grant covers a vast majority of the costs associated with this project. The new grant would cover the remaining portion which would have been covered by East Goshen directly.

As an aside, staff met with the manufacturing company and, as of now, we are set for township-wide distribution for the week of November 13<sup>th</sup> which is just in time for the holiday season. We are coordinating with public works, police, and AJ Blosenski regarding staging areas on the complex, the specific routes, and other nuances of the project to make sure it goes as smoothly as possible. I will also be sending a letter to residents and getting an online notice campaign going with Facebook, Constant Contact, and NextDoor.

The new bins will be 65 gallons with lids. Initially, there was talk of two different sizes to accommodate people who may want smaller ones. After talking with the manufacturer, a company who has done this sort of distribution many times, variable sizes in distribution would have been extremely difficult and most likely would have made the logistics of it much more time consuming. It is also important to have the same size container if and when the township ever implements automatic side-loading. However, many residents still have the 18 gallon open container which AJ Blosenski would still collect.

If the board is agreeable, the motion would be as follows:

**DRAFT MOTION:** Mr. Chairman, I move we authorize the township manager to sign the *Recycling Partnership Grant Agreement* in the amount of \$27,200 as well as in-kind services in the estimated amount of \$125,000 for the *East Goshen Recycling Bin Distribution* project.

## RECYCLING PARTNERSHIP GRANT AGREEMENT

This Grant Agreement is hereby made and entered into on the last date of execution below (“Effective Date”), by and between The Recycling Partnership, Inc. (“The Partnership”) and the Township of East Goshen, Pennsylvania (“Grantee”), which are referred to collectively herein as the “Parties” and individually as a “Party.”

1. **Grant Agreement Documents; Entire Agreement:** This Grant Agreement consists of this document and its attachments: (a) Terms and Conditions (Attachment A), and (b) Work Plan (Attachment B). This Grant Agreement comprises the entire agreement between the Parties and supersedes any and all previous and contemporaneous agreements and representations, whether oral or written.
2. **Term:** This Grant Agreement shall be effective during the Grant Period, which begins on the Effective Date and ends on October 31, 2024 unless the Parties agree to amend this Grant Agreement as provided in Paragraph 8.
3. **Grantee’s Duties:** Subject to Paragraph 10 hereof, the Grantee shall take reasonable and appropriate steps to substantially complete the Work Plan as set out in Attachment B and under the conditions set forth in Attachment A.
4. **Duties of Partnership and Grantee:** The Partnership shall make cash grants to the Grantee in an amount not to exceed TWENTY-SEVEN THOUSAND TWO HUNDRED DOLLARS (\$27,200) to support the purchase of recycling carts and educational and outreach efforts with the goal of improving and enhancing the Grantee’s residential curbside recycling program (“Cash Grants”). The details of the Cash Grants and the anticipated costs and expenditures associated with this grant project are detailed in Section f, Project Budget and Grant Funding, of Attachment B.

In addition to the Cash Grants, during the Grant Period The Partnership shall also provide the Grantee with access to resources, Partnership staff time, and other in-kind services with an estimated value of ONE HUNDRED TWENTY FIVE THOUSAND DOLLARS (\$125,000). The purpose of these in-kind services is to support the Grantee’s public recycling program through the provision of technical support for strategic planning, program assessment, measurement activities, and recycling education and outreach including graphic design customization. The amounts set forth below represent The

Partnership's intended distribution of in-kind resources to the Grantee.

Description of In-Kind Resources from The Recycling Partnership	Projected Value
Access to Recycling Partnership educational campaign materials	Up to \$100,000
Dedicated technical assistance and outreach campaign design support from Partnership staff	Up to \$25,000
Total projected value of in-kind assistance and support	Up to \$125,000

In exchange for the Cash Grants and in-kind resources from The Partnership, the Grantee will commit staff time and resources for the planning and implementation of the project that is the subject of this Grant Agreement, including reviewing and approving Partnership-designed educational materials, developing and implementing an education program that includes the use of Grantee's website, digital content, and supported events, producing and distributing educational materials with the delivery of new recycling carts, conducting recycling program operations, supporting research and program analysis through the provision data and assistance with Partnership funded measurement activities, and providing additional support as the project requires in the Work Plan as set out in Attachment B, and under the conditions set forth in Attachment A.

Subject to Paragraph 10 hereof, the Grantee will take reasonable and appropriate steps to substantially complete the Work Plan in accordance with the Anticipated Implementation Timeline described in the Work Plan.

**5. Distribution Provisions:** The Partnership shall distribute Cash Grants to the Grantee to reimburse the Grantee for actual allowable expenditures the Grantee has made or otherwise incurred during the Grant Period (collectively, "Allowable Expenditures" and individually, an "Allowable Expenditure"). An Allowable Expenditure is one associated with work performed or goods or services acquired to complete the Work Plan as set out in Attachment B as determined by The Partnership in its sole and absolute discretion. Excluding the final Cash Grant, The Partnership shall make such distributions to the Grantee within thirty (30) days of receiving from the Grantee invoices prepared as described in Paragraph 6 hereof documenting Allowable Expenditures. Unless otherwise determined by The Partnership in its sole and absolute discretion, the total Cash Grants from The Partnership will not exceed ninety percent (90%) of reimbursable costs until the submittal of a final report ("Final Report") as defined in Section t, Reporting and Additional Post Award Requirements, of Attachment A; the remaining ten percent (10%) of reimbursable expenses shall be paid upon Final Report submittal. Cash Grants may be distributed to the Grantee by check or direct deposit, as the Parties shall mutually agree prior to the distribution of a Cash Grant.

**6. Invoices:** As described in Section u, Reimbursement, of Attachment A, the Grantee shall submit reimbursement requests to The Partnership in the form of an invoice using a template provided by The Partnership. All invoices submitted to The Partnership by the Grantee shall be accompanied by

reasonable and appropriate evidence for The Partnership to determine the actual amounts paid by the Grantee for work and services associated with each Allowable Expenditure, and documentation that provides evidence of payment by the Grantee for each Allowable Expenditure submitted, which shall include copies of invoices for Allowable Expenditures for which the Grantee is seeking reimbursement. The Grantee's final invoices must be received by The Partnership with the Grantee's Final Report. In addition to supporting documentation, the Grantee shall provide a summary of the expenses paid by the Grantee in a table or spreadsheet outlining the expense, vendor, and the purpose of the expense. Upon delivery of such invoices and documentation, the Grantee will then be eligible for reimbursement of up to ninety percent (90%) of the amount of the Cash Grants to be provided by The Partnership for Allowable Expenditures with the final ten percent (10%) available as detailed in Paragraph 5 above.

**7. Grant Contacts:** Contacts for the purposes of this Grant Agreement are set forth below.

<b>Primary Partnership Contact:</b>	<b>Secondary Partnership Contact</b>	<b>Grantee Project Manager:</b>
Rob Taylor, Vice President of Grants and Community Development Telephone: (919) 777-3964 Email: rtaylor@recyclingpartnership.org	Craig Wittig, Vice President of Grant Implementation and Community Engagement Telephone: (919) 830-0547 Email: cwittig@recyclingpartnership.org	Derek Davis, Township Manager Telephone: (610) 692-7171 Email: ddavis@eastgoshen.org

**8. Amendments and Changes:** This Grant Agreement may be amended in a writing signed by the Parties. Notwithstanding the foregoing, the amount of the Cash Grants may be increased or decreased in a writing signed by an authorized person of the Grantee and a Partnership contact as set out in Paragraph 7 hereof.

**9. Signature Warranty:** Each of the undersigned represents and warrants that he or she is authorized to execute this Grant Agreement.

**10. Appropriations Limitation:** All expenditures and other performance by the Grantee under this Grant Agreement are subject to appropriations by the Board of Supervisors of the Grantee. Consequently, this Grant Agreement shall bind the Grantee only to the extent the Grantee appropriates sufficient funds for the Grantee to perform its obligations hereunder.

**[The balance of this page is intentionally left blank.]**

The Parties have executed this Grant Agreement as of the Effective Date.

The Recycling Partnership, Inc.

By: \_\_\_\_\_

Name: Rob Taylor

Title: Vice President of Grants and Community Development

DATE: \_\_\_\_\_

Township of East Goshen, PA

By: \_\_\_\_\_

Name: Derek Davis

Title: Township Manager

DATE: \_\_\_\_\_

## Attachment A: Terms and Conditions


- a. **Termination:** Either Party may terminate this Grant Agreement in writing with thirty (30) days' notice to the other Party. If the Grantee fails to substantially fulfill its obligations under this Grant Agreement in a timely and proper manner, The Partnership may provide written notice to the Grantee of its intent to terminate this Grant Agreement. Such notice shall specify the reasons for termination and allow the Grantee thirty (30) days to mitigate any specified reasons. If the Grantee fails to cure, as determined by The Partnership in its sole discretion, The Partnership may terminate this Grant Agreement by giving written notice to the Grantee of such termination and the effective date of such termination. In such event, the Grantee may receive Cash Grants equal to the total amount of actual Allowable Expenditures paid or entered into in good faith and subject to the other terms and conditions of this Grant Agreement that were incurred by the Grantee prior to receipt of a notice of termination from The Partnership and submitted for reimbursement within thirty (30) days of such receipt date in accordance with Paragraphs 5 and 6 of this Grant Agreement.
  
- b. **Notices:** All notices required by the terms of this Grant Agreement to be sent to The Partnership must be delivered by email with a read receipt requested to The Partnership's primary and secondary contacts set out in Paragraph 7 hereof. All notices required by the terms of this Grant Agreement to be sent to the Grantee must be delivered by email with a read receipt requested to the Grantee's contact set out in Paragraph 7 hereof.
  
- c. **Recycled Paper:** The Partnership encourages the Grantee, if cost effective, to have all publications produced as a result of this Grant Agreement be printed double-sided on recycled-content paper with minimal thirty percent (30%) post-consumer recycled content.
  
- d. **Lobbying:** The Grantee shall not use or appropriate any Cash Grant to carry on propaganda or otherwise attempt to influence legislation.
  
- e. **Compliance with Work Plan:** The Grantee shall substantially adhere to the timeline and objectives detailed in the Work Plan as set out in Attachment B and strive to make sufficient progress toward fulfilling such timeline and objectives.
  
- f. **Extensions:** The Partnership may grant extensions of time for the Grantee to perform its obligations hereunder, but such extensions are not guaranteed. If the Grantee desires an extension, the Grantee shall submit a written request to The Partnership's primary and secondary contacts set out in Paragraph 7 hereof at least sixty (60) days prior to the due date of an obligation.
  
- g. **Retroactive Costs:** Costs incurred before the Grant Period are not eligible for reimbursement

unless approved in writing by a primary or secondary contact of The Partnership as set out in Paragraph 7 hereof.

**h. Travel Expenses:** Cash Grants from The Partnership may not be used for travel expenses without prior written approval from a primary or secondary contact of The Partnership as set out in Paragraph 7 hereof.

**i. Technical Assistance:** The Grantee agrees to work with The Partnership during the design, implementation, and monitoring of the program improvements, both educational and operational, during the Grant Period.

**j. Collection Frequency:** The Grantee must provide residents with a recycling program under which recyclables are collected on a weekly or every other week basis. Collection frequency impacts cart size as follows:

- Weekly collection: minimum of 64+ gallon recycling cart is required. 
- Every other week collection: 93+ gallon recycling cart size is required.

The Grantee, at its discretion, may distribute recycling carts that are smaller than required above but such carts will not be eligible for grant funding.

**k. Cart Distribution:** The Grantee must distribute carts for recycling collection free of additional charge to residents beyond standard monthly utility rate for waste and recycling services and in accordance with existing policies and procedures of the Grantee. Grant funding is limited to supporting the distribution of one (1) recycling cart to each eligible household.

**l. Recycled Content Requirement:** The Grantee must acquire and distribute recycling carts that have been manufactured with a minimum of five percent (5%) residential post-consumer recycled plastic content based on the weight of the entire mass of the body, lid, and wheels. To qualify as residential post-consumer content, the reclaimed plastic must have been generated by a household and collected for recycling by a curbside or drop-off recycling program. This content requirement cannot be met through the use of post-industrial plastics or plastic sourced from end-of-life carts or bins.

**m. Material Collection and Management of Recyclable Materials:** The Grantee shall provide The Partnership a listing of the materials currently accepted for recycling by the Grantee's program. After a review by The Partnership of recycling materials already accepted by the Grantee, the Grantee shall work with the Materials Recovery Facility or Facilities processing its recyclables ("MRF" or

“MRFs” accordingly), the Grantee’s contracted curbside recycling collection service provider (if applicable), and The Partnership and/or a contractor hired at The Partnership’s expense to evaluate the current mix of recycling materials collected residually and consider the inclusion of other recyclable materials as appropriate in curbside collection.

The Parties agree that recyclable materials meeting reasonable contamination standards established by the Grantee, the Grantee’s contracted curbside recycling collection service providers (if applicable) and/or the MRF processing Grantee’s recyclable materials that are collected for recycling by the program benefitted by Cash Grants made pursuant of this Grant Agreement will be delivered to a reputable MRF for recycling and recovery. The Grantee shall work in good faith with The Partnership to address any issues related to the recycling and/or recovery of such materials with the goal that properly prepared recyclable materials collected by the Grantee’s program will be managed responsibly.

**n. Educational Best Practices:** When working with Grantees that are distributing recycling carts The Partnership utilizes a behavior change approach to recycling education that consists of three main components. The key three (3) behavior change educational components include: 1) a direct-to-resident information card/mailed informing them that recycling carts are coming; 2) information delivered with the recycling cart, which includes an acceptable materials information card/magnet/sticker, an introductory letter, service calendar, etc.; and 3) a plan for the use of oops/congrats tags or other anti-contamination strategies to reinforce correct recycling behaviors after carts have been delivered. At a minimum, The Partnership requires that Cash Grants allocated for education and outreach be used for the procurement of these key three (3) items unless otherwise agreed in writing by the Parties. To support an effective campaign, The Partnership encourages the Grantee to select at least two (2) additional awareness communication components, such as digital and/or print advertisements, festival/event kit, billboards, truck signage, etc. Finally, The Partnership requires the Grantee to update its website to communicate the basics of the cart roll out to its citizens and community and that such website include at a minimum a listing of acceptable materials and how to get additional information about the recycling collection schedule.

**o. Publicity and Press Events:** The Grantee may make information regarding this Grant Agreement and the associated grant project public at any time after this Grant Agreement is fully executed and in a manner which it deems appropriate. This requirement is not intended to limit or otherwise restrict the Grantee’s public information obligations or requirements and is instead intended to allow the Parties to coordinate public announcements about the project. The Grantee agrees to cooperate with reasonable efforts by The Partnership during the Grant Period to publicize the grant, including, but not limited to, designating a suitable representative to appear on behalf of the Grantee at publicity events, providing relevant and pertinent information to include in press releases and distributions, and

responding as appropriate to relevant and pertinent press inquiries. The Partnership agrees to give reasonable notice to the Grantee's Grant Contacts regarding any such publicity / press events.

**p. Graphic Design Edits:** The Partnership will work with the Grantee to customize educational materials to fit the needs of the Grantee's campaign in accordance with the timeline established by the Parties. The Grantee must give at least five (5) days' notice for any edits or changes to educational materials that are to be conducted by The Partnership. If the Grantee uses a third-party service provider for the design of education and outreach materials, The Partnership will cooperate with the third-party service provider by providing access to Partnership tools, artwork, and images for use by such third-party provider. The Partnership will not, however, provide customized design services to such a third-party service provider. The Partnership will work with the Grantee on campaign materials and will provide two (2) rounds of edits to the graphic design of these materials. Additional rounds of editing on graphic design materials may be provided by mutual agreement between the Parties. The project timeline may be delayed if there are approval delays during the two rounds of edits. This may result in the extension of the deadline of project completion. It is a best practice to have one Grantee staff member serve as the point of contact for the Grantee and collect all approvals and edits to educational materials to deliver to The Partnership for graphic design completion. Print buying and approvals are the sole responsibility of the Grantee unless otherwise agreed by the Parties.

**q. Logo Usage:** During the Grant Period, the Grantee shall use The Partnership logo with the phrase "Funded in part by" on all education materials associated with the project that is the subject of this Grant Agreement, unless otherwise agreed by the Parties or prohibited by law. When a Partnership project is funded by one or more other funders, then, in addition to The Partnership logo, such funders may also need to be acknowledged by the Grantee in communications materials with the "Funded in part by" language, and the use of one or more funder logos may be requested, with the final acknowledgment to be developed by mutual agreement between the Parties. Prior to finalization, The Partnership requires proof review of any campaign materials developed by the Grantee or a third-party that uses campaign images, graphics, or logos of The Partnership and any of its funders. Upon presentation of materials for review, The Partnership agrees to review proofs and provide feedback within five (5) business days, or it shall lose the right to require the use of The Partnership logo, and the logos of any of its funders and associated use of the "Funded in part by" phrasing. The Partnership understands that under no circumstances may the Grantee appear to be endorsing or advertising on behalf of a private business.

**r. Compliance with Patent, Trademark and Copyright Laws:** The Parties agree that all work performed under this Grant Agreement shall comply with all applicable patent, trademark and copyright laws, rules, regulations, and codes. The Parties further agree that neither will use any protected patent, trademark, or copyright in performance of their respective work unless a Party has obtained proper permission and all releases and other necessary documents. The Parties agree to release, indemnify, and

save one another harmless from any and all claims, damages, suits, costs, expenses, liabilities, actions, or proceedings of any kind or nature whatsoever, of or by anyone whomsoever, in any way resulting from, or arising out of, directly or indirectly, the performance or work under this Grant Agreement which infringes upon any patent, trademark, or copyright protected by law.

**s. Electronic Signatures and Electronic Records:** The Partnership consents to the use of electronic signatures by the Grantee. This Grant Agreement, and any other documents requiring a signature that are related to this Grant Agreement, may be signed electronically by the Grantee in the manner specified by the Grantee. The Parties agree not to deny the legal effect or enforceability of this Grant Agreement or any document related thereto solely because it is in electronic form or because an electronic record was used in its formation. The Parties agree not to object to the admissibility of this Grant Agreement or any document related thereto in the form of an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the ground that it is an electronic record or electronic signature or that it is not in its original form or is not an original.

**t. Reporting and Additional Post-Award Requirements:** The Grantee shall comply with reporting requirements, including:

- The Grantee shall provide The Partnership, within fifteen (15) days of the Effective Date, a notice as set out in Section b hereof with the Grantee's employer identification number, as that term is defined in Treasury Regulations Section 301.7701-12, and was assigned to the Grantee by the Internal Revenue Service pursuant to (i) Code Section 6011(b), (ii) corresponding provisions of prior law, or (iii) Code Section 6109, and which consists of nine digits separated by a hyphen in the following format: 00-0000000.
- In order to establish a baseline for measurement of project success, the Grantee shall provide The Partnership with monthly waste and recycling tonnage data for at least the twelve (12) month period immediately before the project that is the subject of this Grant Agreement is initiated. If such data is not available, then the Grantee agrees to work with The Partnership to help develop estimates for waste and recycling tonnage data for the baseline period.
- The Grantee shall deliver to The Partnership monthly waste and recycling data reports on a quarterly basis for the later of (i) through the end of the Grant Period as defined in Paragraph 2 of this Grant Agreement and (ii) one (1) calendar year beyond the date of the implementation of the project that is the subject of this Grant Agreement. Such reports shall be submitted electronically to The Partnership via a reporting system and format established by The Partnership.
- The Grantee shall establish an account with the Municipal Measurement Program ("MMP") system for annual reporting. Reporting in the MMP system is free and involves entering annual tonnage data and answering questions about waste and recycling programs and services through a web-based analytical tool. The Grantee, upon finalization of this Grant Agreement, shall submit waste and

recycling data about their most recently completed annual period into the MMP system, and to aid in the tracking of the long-term impacts of the work conducted, the Grantee commits to reporting annually in the MMP system for five (5) years following the term of this Grant Agreement.

- The Grantee shall submit to The Partnership for review a draft Final Report at least thirty (30) days prior to the end of the Grant Period. The Partnership will provide the required format for the Final Report and will provide feedback to the Grantee about the draft Final Report, including necessary changes and points of clarification, within fourteen (14) days of receipt of the draft Final Report, and a fully reviewed and finalized Final Report is required to be submitted within sixty (60) days of the end of the Grant Period.
- The Grantee shall submit to The Partnership documentation from the Grantee's cart manufacturer providing assurance that the recycling carts purchased with the assistance of Cash Grants have been manufactured with a minimum of five percent (5%) residential post-consumer recycled plastic content meeting the standard described in Section 1, Recycled Content Requirement.
- Additional reporting requirements may be included in Work Plan set out in Attachment B.

**u. Reimbursement:** As set out in Paragraph 5 of this Grant Agreement, Cash Grants will be distributed by The Partnership on a reimbursement basis. When seeking reimbursement for grant related expenditures, the Grantee must utilize the format provided by The Partnership. When submitting reimbursement requests, the Grantee must include a copy of any invoices or receipts for which the Grantee seeks reimbursement from The Partnership. Each invoice should be accompanied by associated proof that the Grantee paid the invoice in question. Acceptable proof of payment includes copies of canceled checks or Grantee finance system reports showing that payment was made.

The Partnership shall reimburse the Grantee for actual Allowable Expenditures with The Partnership retaining ten percent (10%) of the amount of the Cash Grants until all grant-related activities are completed and all reports are received and accepted. The remaining ten percent (10%) of reimbursable expenses shall be paid upon completion of a satisfactory Final Report as described in Section t, Reporting and Additional Post-Award Requirements.

The Partnership may withhold making Cash Grants if the Grantee does not meet its reporting obligations as set out in Section t, Reporting and Additional Post-Award Requirements.

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## Attachment B: Work Plan

a. **Background:** The Grantee currently operates a manual curbside recycling collection program in which eligible residents are responsible for providing their own recycling container. The Grantee's program provides curbside recycling services to approximately 3,400 residential households within the Grantee's jurisdiction. Collection services are performed by a Grantee hired contractor. The Grantee's jurisdiction includes a community known as Hershey's Mill Park with approximately XXXX households. Residents within Hershey's Mill Park utilize private curbside recycling collection services instead of receiving collection services provided by the Grantee and the Grantee's selected collection contractor. Materials collected by Grantee's curbside recycling program are currently delivered by the collection contractor to the TotalRecycle MRF in Birdsboro, PA. The TotalRecycle MRF has the capability to recycle plastic film and other flexible plastic packaging known by TotalRecycle as rFlex, but at present the Grantee's recycling program does not inform residents that rFlex is accepted in its curbside recycling program. Grantee staff estimate that its curbside recycling program collects approximately 1,137 tons of recyclables during a recent twelve-month period.

In an effort to modernize its recycling program, the Grantee intends to implement a cart-based, single-stream curbside recycling collection system to serve the eligible households in its jurisdiction that opt-into the cart-based collection. The Grantee plans to add rFlex to its accepted list of recyclable material since curbside recycling carts enable the acceptance of rFlex, though only households that opt-into cart-based recycling will be encouraged to recycle rFlex material in their carts. Residents who do not choose to use a Grantee-provided recycling cart may still use their own container. Curbside recycling will be collected weekly by the Grantee hired collection contractor, AJ Bolsenski. The purpose of this grant is to support the Grantee's implementation of cart-based curbside recycling in the fall of 2023. The grant from The Partnership is intended to compliment a \$168,000 grant that has been awarded to the Grantee by the Pennsylvania Department of Environmental Protection (PA DEP) to support Grantee's purchase of curbside recycling carts. One goal of this project is that the combined grant funding from The Partnership and the PA DEP will fully cover the cost to purchase and distribute recycling carts to opt-in households in Grantees jurisdiction, with no cost to the Grantee beyond grant funds.

b. **Project Description:** With the support of grant funding and assistance from The Partnership, the Grantee will implement a robust, service jurisdiction-wide education and outreach campaign to encourage eligible households to participate in the opt-in to the cart-based curbside recycling program and maximize the number of households that opt to transition to cart-based recycling, and then Grantee will distribute recycling carts to those households that have opted-into cart-based collection. The Grantee will distribute 64+-gallon recycling carts to households that have opted in with the goal being to provide each curbside recycling household with one (1) recycling cart and to broadly adopt a uniform-

sized recycling cart as the standard while accommodating those households and citizens with special needs. Households within the Hershey's Mill Park portion of Grantee's jurisdiction will not be included in the curbside recycling cart opt-in program since they do not participate in the Grantee-provided collection system. Households that receive Grantee-provided collection that opt to recycle with a cart will be given the opportunity to include acceptable rFlex materials in their recycling cart. Residents that do not opt in to cart based collection will not be allowed to include rFlex with their recyclables in order to prevent uncontained (loose) plastic film from escaping into the environment as wind-blown litter when non-carted material is placed out for collection.

In addition to conducting the above-described opt-in outreach campaign and distributing recycling carts to those residents who have opted to receive a cart, the Grantee, with support from The Partnership, will also implement a jurisdiction wide education and outreach campaign to support its curbside recycling program. The outreach campaign will inform all residents that are eligible to participate in the Grantee provided collection service about the materials they can recycle, including rFlex, and how to prepare recyclables for collection.

**c. Measurement Plan:** The Grantee will implement a system for tracking the number of households eligible to receive curbside recycling service along with the number of households that have opted in to cart based collection and have been issued a recycling cart. As possible, Grantee will work with its recycling collection contractor to measure the curbside recycling set out rate for each of the recycling routes serving its jurisdiction, and as this data is available the Grantee shall share it with The Partnership. The Grantee will also implement a system for tracking monthly tonnage data for municipal solid waste and curbside recyclables, with the particular goal of measuring waste and recyclables generated by and collected from curbside recycling eligible households. Required reports transmitting the number of households receiving curbside recycling services, the number of households recycling with carts, monthly waste and recycling tonnage data and other project elements will be provided to The Partnership as outlined in Section t, Reporting and Additional Post-Award Requirements, of Attachment A.

To the degree possible and as opportunities arise and resources allow, the Grantee will also work with The Partnership and the Grantee's recycling collection contractor and MRF operator to assess recycling behavior and evaluate contamination and capture rates of recovered materials and this data will be shared with The Partnership when and if it becomes available. No data beyond elements outlined in Section t, Reporting and Additional Post-Award Requirements, of Attachment A will be gathered without Grantee's agreement. The Partnership is particularly interested in assessing the difference between households recycling with a Grantee-provided cart and households recycling with their own non-cart container, as well as receiving information and feedback from the Grantee and the MRF processing materials from Grantee's collection program about resident response to rFlex recycling. It is

further possible, but not required, that The Partnership may present the Grantee with the opportunity to collaborate in a Partnership-funded study to assess pre and post implementation capture rates for individual recyclable materials or other datapoints as outlined above. Such a study, if conducted, will be planned in collaboration with Grantee, and Grantee will have access to results of this measurement work.

**d. Public Outreach Plan:** The Grantee will work closely with The Partnership to develop and implement an effective education and outreach campaign in support of the Grantee's curbside recycling program utilizing the approach outlined in Section n, Educational Best Practices, of Attachment A. Technical support will be provided by The Partnership as set out in this Grant Agreement. The Grantee will partner closely with The Partnership to maximize the educational efforts and materials developed during this campaign.

This educational effort will be two pronged, with one element focusing in encouraging residents to opt-in to cart based collection and a second element focused on educating residents about how to recycle with carts, ensuring that residents are informed of what is acceptable and not acceptable in the recycling carts, and further ensuring that households that have not opted-in to cart based collection understand the materials they can recycle and highlighting that rFlex can only be recycled by households using recycling carts. A heavy emphasis of this campaign will be related to how to prepare materials for recycling collection and ensuring residents know their recycling collection schedule and service day. Households that choose to receive a cart will be informed that they can recycle rFlex material in their carts because the carts will have a lid to shield the recyclables from wind. The educational efforts will target all curbside recycling eligible households in the Grantee's service jurisdiction and will at a minimum utilize the following supporting tools:

- Direct to resident informational mailers for all curbside eligible households about the opportunity to opt-in to cart-based collection;
- A packet of information about recycling to be delivered with the cart to all residents that receive a recycling cart; and
- The implementation of anti-contamination strategies, as needed, to reinforce correct recycling behavior.

In addition, and as agreed by the Parties, outreach efforts may be expanded to include one or more of the following outreach elements:

- Public activation event to drive citizen engagement in recycling;
- Social media boosting;
- Paid advertisements; and/or
- Other strategies determined effective by the Parties.

e. **Anticipated Implementation Timeline:** The Parties agree to develop and maintain a detailed Project Timeline providing milestones in the implementation of the project. The anticipated key dates in the project are as follows:

- October 2023 – Initiate planning for education and outreach campaign, including the opt-in campaign and planning for the implementation planning of cart-based curbside recycling.
- November 2023 – Begin public-facing education and outreach efforts to support the launch of cart-based curbside recycling.
- November / December 2023 – Launch and complete distribution of recycling carts and information packets to opt-in households and distribute general recycling information to all curbside eligible households.
- January 2024 – Implement jurisdiction-wide cart-based curbside recycling collection.

The Parties acknowledge the difficulty of predicting the exact dates for implementation of the various elements of this project. With this in mind, the above dates are intended as milestones, and with the understanding that if unanticipated changes or delays in the above schedule occur, then the Parties agree to revisit the timeline and adjust as necessary to pursue the successful implementation of the project as described in Section b, Project Description, above. In addition, and as necessary, the Parties may modify the Grant Period as set out in Paragraph 2 of this Grant Agreement.

f. **Project Budget and Grant Funding:** Cash Grants from The Partnership for recycling carts are intended fully cover the portion of the cost of purchasing and distributing qualifying recycling carts to opt-in households that is not covered by the PA DEP grant. The Partnership will also provide grant funding of up to \$2.00 per household for all curbside recycling eligible households in Grantee's jurisdiction to pay for supportive education and outreach materials. Qualifying recycling carts meet the conditions defined in Sections j, k, and l of Attachment A. The actual amount of Cash Grants may vary based on the actual number of carts distributed as well as the total number of households served by the curbside recycling program as determined at the time of cart distribution and as verified by the Grantee's staff and documents provided pursuant to Paragraph 6 of this Grant Agreement. Cash Grants paid for recycling carts will be based on the number of recycling carts distributed to participating households, will be limited to paying for one (1) cart per participating household, and shall not exceed the amount specified in the table below. The Grantee may, at its discretion, provide households with more than one (1) recycling cart, but in such instances Cash Grants shall only be available for one (1) cart per household. Cash Grants for recycling outreach shall be paid at the rate not to exceed \$2.00 per household and will be based on the total number of households served by the curbside recycling program as verified by the Grantee. The budget for Cash Grants as illustrated below assumes the provision of recycling carts and supportive education and outreach up to 3,400 households by the

Grantee, and further assumes that the grant from PA DEP will cover ninety percent (90%) of the cost for purchasing and distributing recycling carts to opt-in households.

The amounts set forth in the table below represent The Partnership's maximum intended distribution of Cash Grants to the Grantee:

Grant Element	Description	Grant Amount
Recycling Carts	Grant funding to support the purchase and distribution of qualifying 64+-gallon recycling carts by the Grantee to all eligible households for weekly curbside recycling collection.	\$20,400
Education and Outreach Support	Grant funding to implement a recycling education and outreach campaign in support of curbside recycling.	\$6,800
Total		\$27,200

All costs associated with project implementation beyond the grant funding from The Partnership will be the responsibility of the Grantee. It is understood by the Parties that Cash Grants for recycling carts may be combined with local funding as well as grant funding from other sources to purchase and distribute recycling carts. It is also understood by the Parties that actual Cash Grants distributed may vary depending on a variety of factors, including the number of recycling carts distributed, the number of households served by the curbside recycling program, the actual cost of grantee-distributed recycling carts, and the actual expenses associated with the Grantee's education and outreach effort. Upon mutual written agreement of the Parties, the final allocation of Cash Grants may be adjusted between expense categories. The actual amount of Cash Grants will be based on actual reimbursable expenditures as outlined in Section u, Reimbursement, of Attachment A, and the total amount of Cash Grants shall not exceed the amount specified in Paragraph 4 of this Grant Agreement. Any Cash Grants to the Grantee are subject to the requirements set out in Paragraph 10 of this Grant Agreement. The Grantee shall only invoice and receive reimbursement for actual Allowable Expenditures incurred.

# MEMO

Date: September 13, 2023  
From: Derek Davis, Township Manager  
To: Board of Supervisors  
Re: Resolution 2023-11 Establishing the Recording Secretary

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With the departure of our previous recording secretary, we have been somewhat in flux with the taking of minutes for Board of Supervisors meetings. Current employee from our Parks and Recreation Department, Jess Wilhelmy, has been helping us out in the interim and has agreed to continue this role.

This resolution solidifies Jess being the Recording Secretary going forward.

**Draft Motion:** Mr. Chairman, I move that we pass Resolution 2023-11 establishing Jess Wilhelmy as Recording Secretary for Board of Supervisor meetings.

**EAST GOSHEN TOWNSHIP  
CHESTER COUNTY, PENNSYLVANIA**

**RESOLUTION 2023-11**

**A RESOLUTION ESTABLISHING A RECORDING  
SECRETARY FOR MINUTE TAKING**

**WHEREAS**, East Goshen is required by the 2<sup>nd</sup> Class Township Code to record minutes of its public proceedings, and;

**WHEREAS**, Minutes provide legal evidence of the substance and procedure of municipal actions and serve as the official record of board meetings, and;

**WHEREAS**, the Township Secretary and Board of Supervisors can delegate the clerical work of minute-taking to an individual separate from the Township Secretary.

**BE IT RESOLVED THAT** the East Goshen Board of Supervisors hereby appoints Jessica Wilhelmy as the Recording Secretary for all public Board of Supervisor meetings.

**RESOLVED AND ADOPTED**, this 19th day of September, 2023.

ATTEST:

**EAST GOSHEN TOWNSHIP  
BOARD OF SUPERVISORS**

\_\_\_\_\_  
Derek Davis, Secretary

\_\_\_\_\_  
John Hertzog, Chairman

\_\_\_\_\_  
Michael P. Lynch, Vice-Chair

\_\_\_\_\_  
Cody Bright, Member

\_\_\_\_\_  
Michele Truitt, Member

\_\_\_\_\_  
David E. Shuey, Member

# Memo

Date: September 13, 2023

From: Derek Davis

To: Board of Supervisors

Re: November Meeting Schedule

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The month of November is, unfortunately, a little odd this year with the way the calendar sets up. Election Day is actually the first Tuesday in November this year instead of the second. Two weeks later, which would be the 3<sup>rd</sup> Tuesday of November, is Thanksgiving week. So the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays, when East Goshen usually holds their boards meetings, are not ideal in 2023.

I am proposing that the board switch to the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday in November (14<sup>th</sup> and 28<sup>th</sup>) with the 28<sup>th</sup> being optional depending on what we need to accomplish. We do meet the following week on December 5<sup>th</sup> so it could be that November 28<sup>th</sup> would be unnecessary. A potential 2024 Preliminary Budget passage would be on the 14<sup>th</sup> of November if this schedule holds.

Obviously this is a board decision but the way our traditional schedule sets up will be tough for November 2023.