

1 EAST GOSHEN TOWNSHIP
2 BOARD OF SUPERVISORS
3 RE-ORGANIZATION & FORMAL MEETING
4 TUESDAY, January 2, 2024
5 FINAL MINUTES
6

7 *Note: This meeting was held in person at the East Goshen Township Board Room.*
8

9 **Present:** Michele Truitt; John Hertzog, Cody Bright, Peter Hicks, Barbara Emery;
10 Township Manager Derek Davis; Finance Director Dave Ware; Erich Meyer
11 (Conservancy).
12

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

14 John called the meeting to order at 6:00pm and led the Pledge of Allegiance.
15

16 Barbara called for a moment of silence for all first responders and all those who were
17 affected by the earthquake in Japan.
18

19 John announced that there was an executive session held to discuss personnel matters.
20 Also, Milltown Park was opened two weeks ago and he thanked Public Works and the
21 Parks and Recreation Department.
22

23 **Swearing In:**

24 Derek Davis swore in Barbara Emery to the East Goshen Township Board of
25 Supervisors.
26

27 Derek Davis swore in Peter Hicks to the East Goshen Township Board of Supervisors.
28

29 **Re-Organization Actions:**

30
31 **Elect Chairman:** Cody nominated Michele Truitt as Chairperson of the Board.
32

33 Peter seconded.
34

35 The nomination passed 5-0.
36

37 **Elect Vice Chairman:** Cody nominated John Hertzog as Vice Chairperson of the Board.
38

39 Peter seconded.
40

41 The nomination passed 5-0.
42

43 **Appoint Police Commissioner:** Michele nominated Cody Bright as Police
44 Commissioner.
45

46 John seconded.

1
2 The nomination passed 5-0.

3
4 **Appoint Representative to Pension Committee:** Cody nominated David Shuey to the
5 Pension Committee.

6
7 John seconded.

8
9 The nomination passed 5-0.

10
11 **Appoint Representative to West Chester Area Council of Governments:** Cody
12 nominated Michele Truitt to the West Chester Area Council of Governments.

13
14 Peter seconded.

15
16 The nomination passed 5-0.

17
18 **Appoint Township Officials:**

19 John made a motion to appoint the following township officials:

- 20 1. Township Manager/ Secretary/Right-to-Know Officer/Assistant Zoning
21 Officer – Derek Davis
- 22 2. Director of Finance/Treasurer – Dave Ware
- 23 3. Director of Public Works – Mark Miller
- 24 4. Director of Code Enforcement/Zoning Officer/Building Code Official/Noise
25 Control Officer – Duane Brady
- 26 5. Building Inspectors – Kevin Rowley and Phillip Borawski
- 27 6. Fire Marshal – Duane Brady
- 28 7. Assistant Fire Marshals – Michael Holmes, Kevin Rowley, Duane Brady,
29 Kevin Miller, and Mark Miller
- 30 8. Township Solicitor – Lamb McErlane
- 31 9. Township Engineer – Pennoni Associates
- 32 10. Emergency Management Coordinator – Edward Kilgore
- 33 11. Assistant Emergency Management Coordinator – Stephen Hiro
- 34 12. Delegate to the Chester County Tax Collection Committee – Dave Ware
- 35 13. Alternate Delegate to the Chester County Tax Collection Committee – Dana
36 Gieder

37
38 Barbara seconded.

39
40 The motion passed 5-0.

41
42 **Appoint Depositories for Township Funds and authorize Director of**
43 **Finance/Treasurer to make investments at banks paying the best rate of interest and**
44 **with the best terms (Resolution 2024-01):**
45

- 1 1. PLGIT-PA Local Government Investment Trust (Custodian - Wells Fargo
- 2 NA.)
- 3 2. TD Bank
- 4 3. M&T Bank
- 5

6 Cody made a motion to appoint the above depositories for Township Funds and authorize
7 Director of Finance/Treasurer to make investments at banks paying the best rate of
8 interest and with the best terms (Resolution 2024-01).

9
10 John seconded.

11
12 The motion passed 5-0.

13
14 **Certify Delegates to the PSATS Convention**

- 15 • Five Supervisors, Manager and Director of Finance will be affirmed as
- 16 delegates.
- 17 • Voting Delegate: Derek Davis
- 18 • Alternate Voting Delegate: Dave Ware
- 19

20 John made a motion to certify Delegates to the PSATS Convention.

21
22 Cody seconded.

23
24 The motion passed 5-0.

25
26 **Confirm 2024 Holiday Schedule**

27 Cody made a motion to confirm the 2024 Holiday schedule and to add the Presidential
28 Election Day, November 5.

29
30 John seconded.

31
32 The motion passed 5-0.

33
34 **Confirm 2024 Meeting Schedule**

35 Cody made a motion to confirm the 2024 meeting schedule including the regular Board
36 of Supervisors Meetings at 7PM on the 1st and 3rd Tuesday of each month and the 2nd, 4th,
37 and 5th Tuesdays of the month as needed, along with the other meetings as will be
38 advertised.

39
40 John seconded.

41
42 The motion passed 5-0.

43
44 **Confirm that Keystone Collection Agency is the Earned Income and Local Services**
45 **Tax Collector for the Township**

46 The Board of Supervisors confirmed.

1
2 **Appoint Maillie, LLP. as independent auditors for the Township**

3 Cody made a motion to reappoint Maillie as independent auditors for the Township.

4
5 John seconded.

6
7 The motion passed 5-0.

8
9 **Designate the Emergency Service Providers (Resolution 2024-02)**

10 John made a motion to designate Emergency Services Providers, Resolution 2024-02.

11
12 Barbara seconded.

13
14 The motion passed 5-0.

15
16 **Establish the 2024 Fee Schedule (Resolution 2024-03)**

17 Cody made a motion to adopt Resolution 2024-03, the 2024 fee schedule with the edit for
18 the Special Event fee waiver being reduced to \$100.

19
20 Barb seconded.

21
22 The motion passed 5-0.

23
24 **Authorize participation in the Delaware Valley Workers' Compensation Trust**
25 **(DVWCT).**

26 John made a motion to authorize participation in the Delaware Valley Workers'
27 Compensation Trust.

28
29 Cody seconded.

30
31 The motion passed 5-0.

32
33 **Michele announced the continuance of all other applicable resolutions that were**
34 **adopted previously**

35
36 **Chairman's Report**

37 Michele announced:

- 38 • The Annual ABC Planning Session will be held on Tuesday, March 12, 2024 at
- 39 6:30 PM.
- 40 • Thornbury Contract with WEGO ended December 31, 2023. They are now
- 41 using State Police.

42
43 **Emergency Services Reports** - None

44
45 **Financial Report** - None

46

1 **Approval of Minutes** - None

2
3 **Approval of Treasurer's Reports**

4 Dave Ware presented the November 30, 2023 to December 28, 2023 Treasurer's Report.

5
6 Cody made a motion to accept the receipts and approve the expenditures as presented in
7 the Expenditure Register and as summarized in the November 30, 2023 to December 28,
8 2023 Treasurer's Report.

9
10 John seconded.

11
12 The motion passed 5-0.

13
14 **Public Hearing** - None

15
16 **Old Business** - None

17
18 **New Business:**

19 **Consider ABC Appointments**

20 Michele tabled the ABC appointments until next meeting except for the Zoning Hearing
21 Board.

22
23 Barbara made a motion to make the following appointments for the Zoning Hearing
24 Board: John Snyder and Chuck Proctor.

25
26 John seconded.

27
28 The motion passed 5-0.

29
30 **Consider Board Liaisons**

31 Derek provided a list of Board Liaisons.

32
33 Cody made a motion to appoint the following:

34	Michele	WCACOG, Police Finance, Municipal Authority, Pension
35	Committee	
36	Cody	Police Commission, Conservancy
37	John	Commission, Historical, Police Finance
38	Barbara	ESAC, Pipeline Task Force
39	Peter	Park & Rec

40
41 John seconded.

42
43 The motion passed 5-0.

44
45 **Consider 2024 Group Bids**

46 Cody made a motion to award the following 2024 bids as recommended by staff:

1
2 Rental Equipment without Operators: Foley Inc. \$55,350.00/monthly,
3 Signs and Posts: Lightle Enterprise of Ohio \$11,425.98.

4
5 John seconded.

6
7 The motion passed 5-0.

8
9 **Any Other Matter:** None

10
11 **Public Comment:**

12 Russ Frank, East Goshen Resident, asked about the trash collection and the WEGO
13 police.

14
15 Erich Meyer, East Goshen Resident, stated he hasn't seen any differences with the trash.

16
17 **Correspondence:** None

18
19 **Adjournment:**

20 There being no further business, Cody motioned to adjourn at 6:56 pm.

21
22 John seconded.

23
24 The motion passed 5-0.

25
26 Respectfully submitted,
27 *Jessica Wilhelmy*
28 *Recording Secretary*