

**AGENDA**  
**EAST GOSHEN TOWNSHIP**  
**BOARD OF SUPERVISORS**  
**RE-ORGANIZATION & FORMAL MEETING**  
**JANUARY 5, 2026**  
**6:00 PM**

To Join Zoom Meeting:

**Link:** Register in advance for this meeting:

<https://us02web.zoom.us/meeting/register/3mvFtoGzTLayxMLQDmnsrA>

**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 (6:00 PM)
2. Pledge of Allegiance
3. Moment of Silence
4. Announce that the meeting is being livestreamed
5. [Swearing-in of newly elected Auditor, Tax Collector, and Board of Supervisors.](#)
6. Re-Organization Actions (6:10 PM to 6:20 PM)
  - A. Elect Chairman
  - B. Elect Vice Chairman
  - C. Appoint Police Commissioner & Alternate Commissioner
  - D. Appoint Representative to Pension Committee
  - E. Appoint Representative to West Chester Area Council of Governments
  - F. Appoint Township Officials
    1. Township Manager/Secretary/ Right-to-Know Officer/Assistant Zoning Officer– Derek Davis
    2. Director of Finance/Treasurer – Kelly Brophy
    3. Director of Public Works – Mark Miller
    4. Director of Code Enforcement/Zoning Officer – Kelly Krause
    5. Building Inspectors – Brian Gilkin

6. Fire Marshal and Building Code Official – Duane Brady
  7. Assistant Fire Marshal – Edward Kilgore
  8. Township Solicitor – Lamb McErlane
  9. ZHB Solicitor – Unruh, Turner, Burke, & Frees
  10. Township Engineer – Pennoni Associates
  11. Emergency Management Coordinator – Duane Brady
  12. Assistant Emergency Management Coordinator – Jessica Wilhelmy
  13. Delegate to the Chester County Tax Collection Committee – Kelly Brophy
  14. Alternate Delegate to the Chester County Tax Collection Committee –  
Dana Gieder
- G. Appoint Depositories for Township Funds and authorize Director of Finance/Treasurer to make investments at banks paying the best rate of interest and with the best terms. (Resolution 2026-01)
1. PLGIT-PA Local Government Investment Trust (Custodian - Wells Fargo NA.)
  2. TD Bank
  3. M&T Bank
- H. Certify Delegates to the PSATS Convention
1. Five Supervisors, Manager and Assistant to the Manager will be affirmed as delegates.
  2. Voting Delegate: Derek Davis
  3. Alternate Voting Delegate: Ashley Nowak
- I. Confirm 2026 Holiday Schedule
- J. Confirm 2026 Meeting Schedule
- K. Confirm that Keystone Collection Agency is the Earned Income and Local Services Tax Collector for the Township
- L. Appoint Maillie LLP as independent auditors for the Township
- M. Designate the Emergency Service Providers (Resolution 2026-02)
- N. Establish the 2026 Fee Schedule (Resolution 2026-03)
- O. Authorize participation in the Delaware Valley Workers Compensation Trust (D VWCT).
- P. Announce the continuance of all other applicable resolutions that were adopted previously.
7. Chairman's Report (6:20 PM to 6:25 PM)
- A. The Township Building will be closed on Monday, January 19<sup>th</sup> in recognition of Martin Luther King Jr. Day
8. Police/ EMS Reports
- A. WEGO – None
  - B. Goshen Fire Co. –None
  - C. Malvern Fire Co. – None
  - D. Good Fellowship –None
9. Financial Report – None

10. Approval of Minutes and Treasurer's Report
  - A. Minutes – None
  - B. Treasurer's Report — None
11. Public Hearings – None
12. Old Business - None
13. New Business
  - A. Consider ABC Appointments. (6:20 PM to 6:25 PM)
  - B. Appointment of ESAC Chair (6:25 PM to 6:30 PM)
  - C. Consider Board Liaisons (6:30 PM to 6:35 PM)
  - D. Crusher Contract Award (6:35 PM to 6:40 PM)
  - E. Announce March 10<sup>th</sup> ABC Planning Session (6:40 to 6:45 PM)
14. Any Other Matter
15. Public Comment – (6:45 PM to 7:05 PM)
16. Liaison Reports - none
17. Correspondence, Reports of Interest
18. Adjournment (7:05 PM)



# THE COUNTY OF CHESTER

**BOARD OF ELECTIONS:**

Josh Maxwell, Chair  
Marian D. Moskowitz, Vice Chair  
Eric M. Roe, Commissioner

**CHESTER COUNTY VOTER SERVICES**

Government Services Center  
601 Westtown Road, Suite 150  
P.O. Box 2747  
West Chester, PA 19380-0990  
(610) 344-6410 FAX: (610) 344-5682

Karen Barsoum  
Director

December 5<sup>th</sup>, 2025

To whom it may concern:

This letter is to inform you that the Chester County Board of Elections certified the Municipal Election held on the 4<sup>th</sup> day of November 2025.

The official Certificates of Election of candidates who did appear on the ballot within your jurisdiction are enclosed.

The Certificates of Election of individuals who are elected by way of write-in votes cast, will be receiving their paperwork directly as they will have to complete additional paperwork.

If you have any questions, please feel free to contact this office at 610-344-6410.

Sincerely,

A handwritten signature in black ink, appearing to read "K. Barsoum", with a stylized flourish at the end.

Karen Barsoum, Director





**COUNTY BOARD OF ELECTIONS**

*Chester County, Pennsylvania*

# *Certificate of Election*

We, the undersigned, members of the Board of Elections of Chester County, hereby certify that after tabulating the votes cast at the Municipal Election held on the 4<sup>th</sup> day of November 2025 in said county it appears that:

**Ann J. Duffield**

was duly elected to the office of

**Township Supervisor E Goshen Township**

**6 Year**

in the County of Chester

County Board of Elections

ATTEST:

A handwritten signature in dark ink, appearing to read "K. Barsoum".

Karen Barsoum, Director

A handwritten signature in dark ink, appearing to read "Ann J. Duffield".

A handwritten signature in dark ink, appearing to read "Marian Moskowitz".

A handwritten signature in dark ink, appearing to read "Eileen M. Re".





**COUNTY BOARD OF ELECTIONS**

*Chester County, Pennsylvania*

# *Certificate of Election*

We, the undersigned, members of the Board of Elections of Chester County, hereby certify that after tabulating the votes cast at the Municipal Election held on the 4<sup>th</sup> day of November 2025 in said county it appears that:

**Larry Massaro**

was duly elected to the office of

**Township Supervisor E Goshen Township**

**6 Year**

in the County of Chester

County Board of Elections

ATTEST:

A handwritten signature in black ink, appearing to read "K. Barsoum".

Karen Barsoum, Director

A handwritten signature in black ink, appearing to read "John M. Miller".

A handwritten signature in black ink, appearing to read "Marian Moskowitz".

A handwritten signature in black ink, appearing to read "Eileen M. Re".





**COUNTY BOARD OF ELECTIONS**

*Chester County, Pennsylvania*

# *Certificate of Election*

We, the undersigned, members of the Board of Elections of Chester County, hereby certify that after tabulating the votes cast at the Municipal Election held on the 4<sup>th</sup> day of November 2025 in said county it appears that:

**Clara Thorne**

was duly elected to the office of

**Auditor E Goshen Township**

**6 Year**

in the County of Chester

County Board of Elections

ATTEST:

A handwritten signature in cursive script, appearing to read "K. Barsoum".

Karen Barsoum, Director

A handwritten signature in cursive script, appearing to read "Marion Moskowitz".

A handwritten signature in cursive script, appearing to read "E. M. R.". The signature is partially obscured by the text "Marion Moskowitz" above it.

A handwritten signature in cursive script, appearing to read "E. M. R.". The signature is partially obscured by the text "Marion Moskowitz" above it.





**COUNTY BOARD OF ELECTIONS**

*Chester County, Pennsylvania*

# *Certificate of Election*

We, the undersigned, members of the Board of Elections of Chester County, hereby certify that after tabulating the votes cast at the Municipal Election held on the 4<sup>th</sup> day of November 2025 in said county it appears that:

**Carl W. Griffin**

was duly elected to the office of

**Tax Collector E Goshen Township**

**4 Year**

in the County of Chester

County Board of Elections

ATTEST:

A handwritten signature in black ink, appearing to read "K. Barsoum".

Karen Barsoum, Director

A handwritten signature in black ink, appearing to read "John Griffin".

A handwritten signature in black ink, appearing to read "Marian Moskowitz".

A handwritten signature in black ink, appearing to read "Eileen McKee".

LAMB | MCERLANE<sup>PC</sup>  
ATTORNEYS AT LAW

Mark P. Thompson  
Voice 610-430-8000  
Fax 610-692-6210  
mthompson@lambmcerlane.com

December 24, 2025

Board of Supervisors  
East Goshen Township  
c/o Township Manager Derek Davis  
1580 Paoli Pike  
West Chester, PA 19380  
Email: ddavis@eastgoshe.org

Dear Board Members:

We greatly value the opportunity to be of service to East Goshen Township as its Solicitor, and appreciate your continued confidence in this firm.

I am pleased to advise that our firm intends to continue with its hourly municipal attorney and paralegal rates for calendar year 2026 for general municipal legal services to East Goshen Township. Our rate for attorneys will remain at \$200 per hour for our general municipal legal services. Our rate for paralegals will remain at \$85 per hour. We reserve the right to request alternate rates for specialized legal services as they may arise from time to time, such as certain types of litigation and bond counsel services.

If you have any questions, please do not hesitate to call.

Very truly yours,

LAMB MCERLANE PC

By:   
Mark P. Thompson



September 12, 2025

**Via E-mail: [ddavis@eastgoshen.org](mailto:ddavis@eastgoshen.org)  
and First-Class Mail**

East Goshen Township  
Attn: Derek Davis, Township Manager  
1580 Paoli Pike  
West Chester, PA 19380-6199

**RE: 2026 Solicitor Reappointment / Rates – Zoning Hearing Board Solicitor**

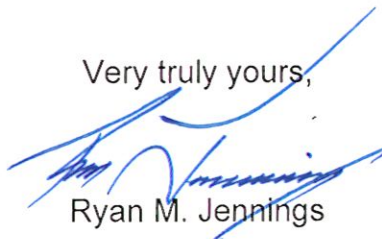
Dear Derek:

I, on behalf of Unruh, Turner, Burke & Frees, would be honored to continue to serve as East Goshen Township Zoning Hearing Board Solicitor for calendar year 2026. I respectfully request that the Township Board of Supervisors reappoint our Firm as Zoning Hearing Board Solicitor at its reorganizational meeting in January 2026. If reappointed, our Firm's hourly rate in 2026 will be \$225 per hour for attorney time and \$115 per hour for paralegal time. These rates would remain in effect for both the 2026 and 2027 calendar years.

It is my pleasure to be of continued service to the Zoning Hearing Board, and I very much look forward to our continued relationship with East Goshen Township and staff in the coming year.

Please do not hesitate to contact me if you have any questions. Thank you kindly for your consideration.

Very truly yours,



Ryan M. Jennings

RMJ/akf

cc: Kelly Krause, Director of Codes and Zoning (via e-mail)



December 4, 2025

**East Goshen Township**

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

**RE: Fee Schedule for Year 2026  
East Goshen Township and East Goshen Municipal Authority**

**Dear Derek:**

Pennoni is proud to serve East Goshen Township and East Goshen Municipal Authority, and we look forward to working with you again in 2026.

Our rates for 2026 for Township and Authority Engineering services are listed below for the categories of staff that most frequently provide services to the Township and Authority.

Township/Authority Engineer.....	\$166/hr
Senior Professional.....	\$158/hr
Project Professional.....	\$142/hr
Staff Professional.....	\$133/hr
Associate Professional.....	\$120/hr
Senior Engineering Technician.....	\$118/hr
Graduate Professional.....	\$113/hr
Engineering Technician.....	\$99/hr

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

For typical general engineering services to the Authority, we recommend budgeting the following under the expectation of similar level of effort in 2026 as in 2025. Similar to previous years, we will establish separate accounts for each activity listed below, and each activity will be invoiced separately.

- General Consultation and monthly meetings..... \$46,000
- Chapter 94 reports..... \$7,500
- RCSTP NPDES Permit Renewal..... \$7,500
- TOTAL.....\$61,000**

Other Authority capital projects outside of general services, as requested, will be proposed separately, such as the following projects that are planned for engineering in 2026:

- Hunt Country Pump Station Upgrade and Force Main Replacement
- Waterview Sanitary Sewer Pipe Lining
- Morstein Road Sewer Extension

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

Sincerely,

**PENNONI ASSOCIATES INC.**

Michael J. Ellis, PE  
Associate Vice President

Nathan M. Cline, PE  
Vice President



**EAST GOSHEN TOWNSHIP  
CHESTER COUNTY, PENNSYLVANIA**

**RESOLUTION 2026-01**

**A RESOLUTION DESIGNATING EAST GOSHEN  
TOWNSHIP DEPOSITORIES FOR THE 2026 FISCAL  
YEAR**

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

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

**NOW, THEREFORE, BE IT RESOLVED**, the following depositories will be designated for the 2026 Fiscal Year:

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

Dated this 5<sup>th</sup> day of January 2026.

ATTEST:

**EAST GOSHEN TOWNSHIP  
BOARD OF SUPERVISORS**

\_\_\_\_\_  
Derek J. Davis, Secretary

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

\_\_\_\_\_  
Ann Duffield, Member

\_\_\_\_\_  
Barbara Emery, Member

\_\_\_\_\_  
Peter Hicks, Member

\_\_\_\_\_  
Larry Massaro, Member

**2026**  
**EAST GOSHEN TOWNSHIP**  
**HOLIDAY SCHEDULE**

New Year's Day	- January 1 (Thursday) - January 2 (Friday)
Martin Luther King Day	- January 19 (Monday)
President's Day	- February 16 (Monday)
Good Friday	- April 3 (Friday)
Memorial Day	- May 25 (Monday)
Juneteenth	- June 19 (Friday)
Independence Day	- July 3 (Observed Friday)
Labor Day	- September 7 (Monday)
Columbus Day/ Indigenous Peoples Day	- October 12 (Monday)
Election Day	- November 3 (Tuesday)
Veteran's Day	- November 11 (Wednesday)
Thanksgiving	- November 26 (Thursday) *also off November 27 (Friday)
Christmas	- December 25 (Friday)

## **2026 EAST GOSHEN TOWNSHIP MEETINGS**

**BOARD OF SUPERVISORS** will hold their Annual Re-Organization Meeting on Monday, January 5, 2026 at 6:00 PM and their regular formal meeting will immediately follow. Thereafter, the Board will hold their regular meetings on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each month at 7:00 PM and the 2<sup>nd</sup>, 4<sup>th</sup> and 5<sup>th</sup> Tuesday of the month at 7:00 PM as needed.

**BOARD OF AUDITORS** will hold their Annual Re-Organization Meeting on Tuesday, January 6, 2026 at 7:00pm.

**ANNUAL PLANNING SESSION** The Board of Supervisors will meet with members of the other Township Authorities, Boards and Commissions for the Annual Planning Session on Tuesday, March 10, 2026 at 6:30pm

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

**ENVIRONMENTAL & SUSTAINABILITY ADVISORY COUNCIL** will meet the 4<sup>th</sup> Monday of every month at 6:30pm.

**HISTORICAL COMMISSION** will meet as needed. Any meetings will be advertised separately.

**MUNICIPAL AUTHORITY** will meet the second Monday of every month at 7:00 PM.

**PARK & RECREATION COMMISSION** will hold their first meeting of the year on Thursday, January 8<sup>th</sup> at 7pm. Starting in February 2026 they will meet the 1st Thursday of every month at 7:00 PM.

**PENSION COMMITTEE** will meet on Tuesday, January 13, 2026 at 10:00am. Future meetings will be advertised.

**PIPELINE TASK FORCE** will meet on the following dates at 10am;

Tuesday, January 20, 2026  
Tuesday, March 17, 2026  
Monday, May 18, 2026  
Tuesday, July 21, 2026  
Tuesday, September 15, 2026  
Tuesday, November 17, 2026

**PLANNING COMMISSION** will meet on the 4<sup>th</sup> Tuesday of every month at 7:00 PM. Workshop Meetings are held on the 3rd Wednesday of the month on an as needed basis

**STORMWATER APPEALS BOARD** will advertise each hearing separately.

**ZONING HEARING BOARD** will advertise each hearing separately.

All meetings will be held at the East Goshen Township Building, 1580 Paoli Pike, West Chester, PA 19380. Special meetings will be advertised throughout the year, as they are scheduled. With the exception of Executive Sessions, the public is welcome to attend all East Goshen Township meetings and Workshop sessions. The Board of Supervisors Meetings will have the option to attend by zoom. Zoom links will be posted to the website prior to the scheduled meeting.

# MediaNews Group

PENNSYLVANIA GROUP

Account:	884433
Name:	DEREK DAVIS
Company:	EAST GOSHEN TOWNSHIP
Address:	1580 PAOLI PIKE WEST CHESTER, PA 19380
Telephone:	(610) 692-7171
Fax:	(000) 000-0000
Description:	2026 EAST GOSHEN TOWNSHIP MEETINGS B

Date:	12/22/25	Stop Date:	12/23/25
Start Date:	12/23/25	Class:	1201 - Legal Notices
Ad ID:	2782283	Ad Taker:	CRRDEAN
Sales Person:	Ryan Dean (018303)	Words:	389
Lines:	109	Agate Lines:	109
Depth:	12.111	Inserts:	2
Blind Box:		PO Number:	

Ad sample

Total: \$338.41

Paid Amount: \$0.00

Amount Due: \$338.41

## 2026 EAST GOSHEN TOWNSHIP MEETINGS

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ZONING HEARING BOARD will advertise each hearing separately.

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DLN 12/23; 1a

## Publication

Daily Local News, Daily Local News Digital

We Appreciate Your Business!  
Thank You DEREK DAVIS!



Maillie LLP | maillie.com  
500 North Lewis Road, Limerick PA 19468  
600 Willowbrook Lane, Suite 624, West Chester, PA 19382  
PO Box 11847, Wilmington, DE 19850-1847

December 3, 2025

To the Board of Supervisors  
c/o Derek Davis, Township Manager  
East Goshen Township  
1580 Paoli Pike  
West Chester, PA 19380

We are pleased to continue as independent auditors for East Goshen Township. We look forward to continuing to provide you with the high-quality services you expect from your professional service providers.

You have requested that we audit the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of East Goshen Township as of December 31, 2025, and for the year then ended and the related notes to the financial statements, which collectively comprise the East Goshen Township's basic financial statements as listed in the table of contents. Our audit will be conducted with the objective of our expressing an opinion on each opinion unit applicable to those basic financial statements.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Accounting principles generally accepted in the United States of America (U.S. GAAP), as promulgated by the Governmental Accounting Standards Board (GASB) require that management's discussion and analysis and budgetary comparison information, pension information and other postemployment benefits information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS). These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by U.S. GAAP. This RSI will be subjected to certain limited procedures but will not be audited:

1. Management's Discussion and Analysis
2. Budgetary Comparison Schedule
3. Schedule of Changes in Net Firemen's Pension Plan Liability and Related Ratios
4. Schedule of Firemen's Pension Plan Contributions
5. Schedule of Firemen's Pension Plan Investment Returns
6. Schedule of Changes in Net Nonuniformed Pension Plan Liability and Related Ratios





Maillie LLP | maillie.com  
500 North Lewis Road, Limerick PA 19468  
600 Willowbrook Lane, Suite 624, West Chester, PA 19382  
PO Box 11847, Wilmington, DE 19850-1847

To the Board of Supervisors  
c/o Derek Davis, Township Manager  
East Goshen Township  
December 3, 2025  
Page 2

7. Schedule of Nonuniformed Pension Plan Contributions
8. Schedule of Nonuniformed Pension Plan Investment Returns

Supplementary information other than RSI will accompany the East Goshen Township's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and perform certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with U.S. GAAS. We intend to provide an opinion on the following supplementary information in relation to the financial statements as a whole:

1. Other Governmental Funds Combining Balance Sheet
2. Other Governmental Funds Combining Schedule of Revenues, Expenditures, and Changes in Fund Balance

We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

#### AUDITOR RESPONSIBILITIES

We will conduct our audit in accordance with GAAS. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of the system of internal control in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's system of internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in the system of internal control relevant to the financial statements that we have identified during the audit.



Maillie LLP | maillie.com  
500 North Lewis Road, Limerick PA 19468  
600 Willowbrook Lane, Suite 624, West Chester, PA 19382  
PO Box 11847, Wilmington, DE 19850-1847

To the Board of Supervisors  
c/o Derek Davis, Township Manager  
East Goshen Township  
December 3, 2025  
Page 3

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. If appropriate, our procedures will therefore include tests of documentary evidence that support the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of cash, investments, and certain other assets and liabilities by correspondence with third parties (e.g., creditors or financial institutions). As part of our audit process, we will request written representations from your attorneys, and they may bill you for responding. At the conclusion of our audit, we will also request certain written representations from you about the financial statements and related matters.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about East Goshen Township's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk exists that some material misstatements (whether caused by errors, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations) may not be detected by our firm, even though our audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors that come to our attention, and we will inform you, or the appropriate level of management, of any fraudulent financial reporting or misappropriation of assets that comes to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential.

In making our risk assessments, we will gain an understanding of your system of internal control relevant to the preparation and fair presentation of your entity's financial statements in order to design audit procedures that are appropriate in the circumstances. However, our audit procedures are not designed for the purpose of expressing an opinion on the effectiveness of your entity's system of internal control, and accordingly we will express no such opinion. As this engagement is not designed to be a fraud audit, management understands and accepts the inherent limitations of the audit services described in this agreement. We will communicate to you in writing concerning any significant deficiencies or material weaknesses in the system of internal control relevant to your financial statements that we identify during the audit.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

#### **COMPLIANCE WITH LAWS AND REGULATIONS**

As previously discussed, as part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we will perform tests of East Goshen Township's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.





Maillie LLP | maillie.com  
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PO Box 11847, Wilmington, DE 19850-1847

To the Board of Supervisors  
c/o Derek Davis, Township Manager  
East Goshen Township  
December 3, 2025  
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## MANAGEMENT RESPONSIBILITIES

Our audit will be conducted on the basis that management and those charged with governance acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation and maintenance of the system of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements;
3. To provide us with:
  - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation and other matters;
  - b. Additional information that we may request from management for the purpose of the audit; and
  - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
  - d. A written acknowledgement of all the documents that management expects to issue that will be included in the annual report and the planned timing and method of issuance of that annual report, if applicable; and
  - e. A final version of the annual report (including all the documents that, together, comprise the annual report) in a timely manner prior to the date of the auditor's report, if applicable.
4. For including the auditors' report in any document containing financial statements that indicates that such financial statements have been audited by the entity's auditor;
5. For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities; and
6. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole; and
7. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work; and
8. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets; and



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9. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in the system of internal control and others where fraud could have a material effect on the financials; and
10. For the accuracy and completeness of all information provided; and
11. For informing us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements.

With regard to the required supplementary information referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the required supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding required supplementary information; (c) to include our report on the required supplementary information in any document that contains the required supplementary information and that indicates that we have reported on such required supplementary information.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding supplementary information; (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information; and (d) to present the supplementary information with the audited financial statements, or if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

#### **NONATTEST SERVICES**

We will perform the following nonattest services:

1. Preparation of financial statements based on your trial balances
2. Preparation of the Commonwealth of Pennsylvania Department of Community and Economic Development Municipal Annual Audit and Financial Report
3. Preparation of concise newspaper financial report
4. Preparation of depreciation schedules
5. Preparation of GASB 87 lease amortization schedules
6. Preparation of GASB 96 SBITA amortization schedules, if applicable





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We will not assume management responsibilities on behalf of East Goshen Township. However, we will provide advice and recommendations to assist management of East Goshen Township in performing its responsibilities.

With respect to any nonattest services we perform, East Goshen Township's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

As part of our audit process, we will request from management and those charged with governance, written confirmation concerning representations made to us in connection with the audit, including your understanding of your responsibilities as defined in this letter to us in your management representation letter.

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards, including the AICPA Code of Professional Conduct.
- The nonattest services are limited to the services previously outlined above. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account coding and approving journal entries.

## REPORTING

We will issue a written report upon completion of our audit of the East Goshen Township's basic financial statements. Our report will be addressed to the governing body of the East Goshen Township. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

## OTHER

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

If you intend to publish or otherwise reproduce the basic financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.





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East Goshen Township  
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In accordance with the terms and conditions of this agreement, East Goshen Township shall be responsible for the accuracy and completeness of all data, information and representations provided to us for purposes of this engagement. Because of the importance of oral and written management representations to the effective performance of our services, East Goshen Township releases and indemnifies our firm and its personnel from any and all claims, liabilities, costs and expenses attributable to any misrepresentation by management and its representatives.

In connection with this engagement, we may communicate with you or others via email transmission. We take reasonable measures to secure your confidential information, including information covered under the Health Insurance Portability and Accountability Act (HIPAA) in our email transmissions. However, as email can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom it is directed and only to such parties, we cannot guarantee or warrant that email from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure or communication of email transmissions, or for the unauthorized use or failed delivery of email transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of sales or anticipated profits, or disclosure or communication of confidential or proprietary information.

In addition to email, we may also send data, including information covered under HIPAA over the internet using other methods (such as portals) and may store electronic data via software applications hosted remotely on the Internet or allow access to data through third-party vendors' secured portals or clouds. Although we will use our best efforts to make the sharing of your information over the internet secure from unauthorized access, no completely secure system for electronic data transfer exists.

We may also use third-party service providers, contractors, commercially-available artificial intelligence or software tools, some of which may utilize or offer artificial intelligence capabilities (collectively "external party/parties") to assist us where necessary to help provide professional services to you or support the needs of our Firm. You consent to our use of these external parties. Our Firm remains responsible for exercising reasonable care in providing our services, and our services and work product will be subjected to our Firm's customary quality control procedures.

We may from time to time and depending on the circumstances and nature of the services we are providing, share your confidential information with third-party service providers, some of whom may be cloud-based, but we remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality terms with all service providers to maintain the confidentiality of your information and will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure appropriate confidentiality terms with a third-party service provider, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Although we will use our best efforts to make the sharing of your information with such third parties secure from unauthorized access, no completely secure system for electronic data transfer exists. We will remain responsible for the work provided by any third-party service providers used under this agreement. As such, by your signature below, you understand that the firm makes no warranty, expressed or implied, on the security of electronic data transfers.





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Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

The timing of our audit will be scheduled for performance as completion as follows:

	<i>Complete</i>
Received preliminary requested information from East Goshen Township	February 13, 2026
Document internal control and preliminary tests	February 16, 2026
Mail confirmations	January 2026
Received requested information from East Goshen Township	February 2026
Perform year-end audit procedures	February/March 2026
Provide draft financial statements for review	April 2026
Issue audit report	May 2026

Dale R. Umbenhauer, CPA is the engagement principal for the audit services specified in this letter. His responsibilities include supervising Maillie LLP's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Our fees are based on the amount of time required by the individuals assigned to the engagement and value of services provided, plus direct out-of-pocket expenses. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. We may bill you on an interim basis prior to completion of this engagement, invoices will be rendered as work progresses and expenses are incurred and are payable upon presentation. We estimate that our fee for the audit will be \$41,500. The above fee assumes our planned audit timing as agreed upon with you does not change and the client-prepared information and all requested documents are available at the beginning of our fieldwork and are complete and accurate. The estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.



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In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and will not resume until your account is paid in full. East Goshen Township further acknowledges and agrees that in the event we stop work or withdraw from this engagement as a result of East Goshen Township's failure to pay on a timely basis for services rendered as required by this engagement letter, we shall not be liable for any damages that occur as a result of our ceasing to render services. If we elect to terminate our services for nonpayment, our engagement will be deemed complete upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination.

We reserve the right to withdraw from this engagement without completing the work if you fail to comply with the terms of this engagement letter or if we determine professional standards require our withdrawal for any reason.

During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

The audit documentation for this engagement is the property of Maillie LLP and constitutes confidential information. However, we may be requested to make certain audit documentation available to various regulators pursuant to authority given to them by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Maillie LLP's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to various regulators. The various regulators may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

It is our policy to keep records related to this engagement for seven years. Original client records will be returned to you at the completion of the services rendered under this engagement. When records are returned to you, it is your responsibility to retain and protect your records for any future use, including potential examination by government or regulatory agencies. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete and that upon the expiration of the seven-year period, Maillie LLP shall be free to destroy our records related to this engagement.





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East Goshen Township  
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Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,

MAILLIE LLP

A handwritten signature in black ink, appearing to read 'Dale R. Umbenhauer', written over a horizontal line.

Dale R. Umbenhauer, CPA

**RESPONSE:**

This letter correctly sets forth our understanding.

Acknowledged and agreed on behalf of the East Goshen Township by:

Name: Derek Davis

Signature: Derek Davis

Title: Township Manager



**EAST GOSHEN TOWNSHIP  
CHESTER COUNTY, PENNSYLVANIA**

**RESOLUTION 2026-02**

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

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

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

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

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

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

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

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

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

**BE IT RESOLVED THAT** Duane Brady has been designated at the Emergency Management Coordinator for East Goshen Township.

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

**RESOLVED AND ADOPTED**, this 5<sup>th</sup> day of January 2026.

ATTEST:

**EAST GOSHEN TOWNSHIP  
BOARD OF SUPERVISORS**

\_\_\_\_\_  
Derek J. Davis, Secretary

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

\_\_\_\_\_  
Ann Duffield, Member

\_\_\_\_\_  
Barbara Emery, Member

\_\_\_\_\_  
Peter Hicks, Member

\_\_\_\_\_  
Larry Massaro, Member

### Proposed Fee Changes for 2026 Explained

- Two line-items have been added to Zoning for residential permits for fences, walls, and new impervious surfaces (patios, driveway expansions, etc.) to separate these permits from “Project not listed above”, which currently provides for 1% of the cost of the job with a minimum permit fee of \$250.00. The minimum permit fee of \$250 for the miscellaneous line item is more than necessary for these permits.

*Fences/Walls*

*Flat fee \$150.00*

*New impervious surface (patio, driveway, etc.) Flat fee \$150.00*

- Rental and Resale Fees:
  - Adds Re-inspection fee of \$75.00 dollars.
  - Adds Missed inspection fees of \$75.00 dollars (Work not completed or no access)
  - Add Expedite application fee of \$100.00 + \$150.00 Application fee. (Any application 15 days or less between received date and settlement date).
- Small Wireless Facilities Fees:
  - Removes Annual, Right-of-Way, Township owned pole, and registration with separate fees.
  - Adds/Combines Annual, Right-of-Way, Township owned pole, and registration with a new Fee of \$150.00 per facility.
- False Alarm Fees:
  - False alarm police fee changes number of warnings from two to one.
  - False alarm police fee changes \$100.00 dollar fee from Third and Fourth to Second – Third and Fourth.
  - False alarm fire fee changes number of warnings from two to one.
  - False alarm fire fee changes \$500.00 dollar fee from Third and Fourth to Second – Third and Fourth.
- Miscellaneous Fees:
  - Under miscellaneous fees remove special event and noise waiver fee. This fee is already listed under fire operational section and has fees for residential and commercial.

**EAST GOSHEN TOWNSHIP  
CHESTER COUNTY, PENNSYLVANIA**

**RESOLUTION 2026-03**

**A RESOLUTION PROVIDING FOR THE UPDATE TO THE FEES  
REQUIRED BY EAST GOSHEN TOWNSHIP FOR THE CONDUCT OF  
BUSINESS INCLUDING SUBDIVISION/LAND DEVELOPMENT FEES  
AND REVIEW ESCROWS AND RELATED PROCEEDINGS; BUILDING  
PERMITS, ZONING FEES AND REVIEWS, AND MISCELLANEOUS  
OTHER ADMINISTRATIVE FEES FOR TOWNSHIP SERVICES.**

**WHEREAS**, from time to time it is necessary for the Township to review and revise its fee schedule to reflect the increased cost of doing business, and

**WHEREAS**, the Second Class Township Code, P.L350, No, 60, as amended, pursuant to General Powers, Section 1506, and

**WHEREAS**, the Pennsylvania Municipalities Planning Code, Act of 1968, P.L, 805, No 247 as amended, pursuant to Article V Subdivision and Land Development, Section 503, provides for the charge of review fees including the necessary and reasonable charges by the municipality's professional consultants or engineer for review or report and,

**WHEREAS**, the Pennsylvania Municipalities Planning Code, Act of 1968, P.L, 805, No 247 as amended, pursuant to Article IX Zoning Hearing Board and Other Administrative Proceedings, Section 908, provides for the governing body to prescribe reasonable fees with respect to hearings before the zoning hearing board and also for conditional uses before the governing body (section 913,2) to attach reasonable conditions it may deem necessary to implement the purposed the Act and,

**WHEREAS**, the Pennsylvania Municipalities Planning Code, Act of 1968, P.L, 805, No 247 as amended, pursuant to Article VI Zoning, Section 617.3 (e) provides for the governing body to prescribe reasonable fees with respect to the administration of a zoning ordinance and with respect to hearings before the zoning hearing board and,

**WHEREAS**, East Goshen Township provides for the charge of building plan review and inspection fees including reasonable permit fees deemed necessary by the municipality's Building Official professional and for reviews or reports for attendant inspections; and,

**NOW THEREFORE, BE IT RESOLVED THAT** the East Goshen Township Board of Supervisors hereby establishes the following fee schedule ATTACHED HERETO AS EXHIBIT "A". entitled "Exhibit A to Resolution 2025-03 East Goshen Township Fee Schedule."

The fees outlined in this resolution shall be effective on January 5, 2026.

**RESOLVED AND ADOPTED**, this 5th day of January, 2026.

ATTEST:

**EAST GOSHEN TOWNSHIP  
BOARD OF SUPERVISORS**

\_\_\_\_\_  
Derek J. Davis, Secretary

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

\_\_\_\_\_  
Ann Duffield, Member

\_\_\_\_\_  
Barbara Emery, Member

\_\_\_\_\_  
Peter Hicks, Member

\_\_\_\_\_  
Larry Massaro, Member

# EAST GOSHEN TOWNSHIP

## FEE SCHEDULE

### Exhibit A to Resolution 2026-03 East Goshen Township Fee Schedule

DESCRIPTION OF FEE	FEE
<b>Zoning – Residential Fees</b>	
Accessory Structures/Building 120 sq. ft. max	Flat fee \$150.00
Accessory Structures/Building 121 to 240 sq. ft. max	Flat fee \$200.00
Accessory structures/Building 241 to 500 sq. ft.	Flat fee \$250.00
Signs less than 32 square feet	Flat fee \$100.00
Signs 32 square feet or more	Flat fee \$150.00
Signs temporary signs	Flat fee \$75.00
Fences/Walls	Flat fee \$150.00
New impervious surface (patio, driveway, etc.)	Flat fee \$150.00
Project not listed above	Fee 1% of cost – minimum of \$250.00
Project in combination with another permit	Flat Fee 75.00
<b>Zoning – Commercial Fees</b>	
Accessory Structures/Building 120 sq. ft. max	Flat fee \$200.00
Accessory Structures/Building 121 to 240 sq. ft. max	Flat fee \$250.00
Accessory structures/Building 241 to 500 sq. ft.	Flat fee \$300.00
Signs less than 32 square feet	Flat fee \$200.00
Signs 32 square feet or more	Flat fee \$250.00
Signs temporary signs	Flat fee \$100.00
Project not listed above	Fee 1.5% of cost – minimum of \$300.00
Project in combination with another permit	Flat fee \$100.00
<b>Zoning – General Fees</b>	
Agricultural building /structures Residential	Flat fee \$200.00
Agricultural building /structures Commercial	Flat fee \$300.00
Miscellaneous Zoning for projects not listed above	Flat fee \$200.00
Zoning Verification Letter Fee	Flat fee \$200.00
<b>Residential Building Fees</b>	
New Construction	Fee 1.5% of cost - minimum fee \$300.00
Renovation/Additions	Fee 1% of cost - minimum fee \$200.00
Accessory Structures over 500 sq. ft. (100-4(C-2))	Fee 1% of cost - with minimum fee \$200.00
New Decks	Fee 1% of cost - with minimum fee \$150.00
Renovation to decks	Flat fee \$150.00
Demolition	Flat fee \$100.00
New Plumbing, Mechanical (Only)	Flat fee \$200.00
Plumbing, Mechanical - with another permit	Flat fee \$100.00
Electrical	Flat fee \$100.00
Re-roof and Re-siding	Fee 1% of cost - with minimum fee \$200.00
In-ground pool	Fee 1% of cost - with minimum fee \$200.00
Above – ground pool	Fee 1% of cost - with minimum fee \$200.00
Solar Systems	Flat fee \$100.00
Flag Poles	Flat Fee \$50.00
Missed inspections (100-4A) work not completed or no access	Fee \$100.00 each
Skipped inspections – inspections that are required but contractor or owner does not schedule inspections	Fee \$200 each
Work without a permit fee	Double Permit Fee with minimum fee \$250.00
Re-inspection fee	\$100.00 for each failed inspection, at discretion of BCO
Annual Permit Renewal Fee	\$150.00 per permit.
<b>Non-Residential (Commercial) Fees</b>	
New Construction	Fee 2% of cost - with minimum fee \$500.00
Renovation/Additions/Tenant Fitout	Fee 1.5% of cost - with minimum fee \$350.00
Accessory Structures over 500 sq. ft. (100-4(C-2))	Fee 1.5% of cost - with minimum fee \$250.00



# EAST GOSHEN TOWNSHIP FEE SCHEDULE

## Exhibit A to Resolution 2026-03 East Goshen Township Fee Schedule

New Decks	Fee 1.5% of cost - with minimum fee \$200.00
Renovation to decks	Flat fee \$250.00
Demolition	Flat fee \$200.00
New Plumbing, Mechanical (Only)	Fee 1.5% of cost - with minimum fee \$200.00
Plumbing, Mechanical - with another permit	Flat fee \$250.00
Electrical	Flat fee \$150.00
Re-roof and Re-siding	Fee 1.5% of cost - with minimum fee \$200.00
In-ground pool	Fee 2% of cost - with minimum fee \$500.00
Solar Systems	Flat fee \$150.00
Flag Poles	Flat Fee \$200.00
<b>Missed inspections</b> (100-4A) work not completed or no access	Fee \$200.00 each
<b>Skipped inspections</b> – inspections that are required but contractor or owner does not schedule inspections	Fee \$250 each
<b>Work without a permit fee</b>	Double Permit Fee with minimum fee \$350.00
Re-inspection fee	\$150.00 for each failed inspection, at discretion of BCO
Annual Permit Renewal Fee	\$200.00 per permit.
<b>Fire Operational and Construction Fees</b>	
Residential Alarm System (New/Replacement)	Flat Fee \$150.00
Residential Sprinkler System	1% of cost - minimum \$250.00
Residential Special Event Permit	Flat fee \$100.00 pre-event
Non-Residential Alarm System	1.5% of cost – minimum \$500.00
Non-Residential Sprinkler System	1.5% of cost – minimum \$500.00
Non-Residential Special Event Permit	Flat fee \$200.00 pre-event
Communication Amplification System	1.5% of cost – minimum \$500.00
Fire Department Key Box (Knox Box)	Flat fee \$50.00
Miscellaneous Permit	1% of cost – Minimum \$250.00
<b>Rental and Resale Occupancy Fees (Changes for 2026)</b>	
Residential Single-Family Dwelling	Flat fee \$150.00
Residential Apartments (multi-units)	Flat fee \$70.00
Non-Residential 2,000 sq. ft. or less	Flat fee \$200.00
Non-Residential 2,001 sq. ft. to 9,999 sq. ft.	Flat fee \$300.00
Non-Residential 10,000 sq. ft. or greater	Flat fee \$700.00
Re-Inspection Fee (3 <sup>rd</sup> and each failed inspection thereafter)	Flat fee \$75.00
Missed Inspection Fee (Work not completed or no access)	Flat fee \$75.00
Expedite Application (Any application 15 days or less between received date and settlement date).	Flat fee \$100.00 plus application fee.
<b>Small Wireless Facilities Fees (Changes for 2026)</b>	
Application Cost 1 to 5 facilities	Fee \$500.00 per
Additional Application Cost 6 to 30	Fee \$100.00 per
Application with new pole	Fee \$1,000.00
Annual Right-of-way Access Fee	(Remove)
Annual Fee if upon Township owned pole	(Remove)
Annual Registration Fee	(Remove)
Annual Fee (Right-of-Way, Township owned pole and Registration)	Fee \$150.00 per facility (Add)
Penalty for untimely filing of annual report	Fee \$100.00 per location
<b>False Alarm Fees (Pursuant to Section 81-12 &amp; 81-13 of the Township Code)</b>	
<b>Section 81-12A – False Alarms</b>	Changes for 2026
First false alarm – per rolling twelve months	Warning – No fee
Second, Third and fourth false alarm - per rolling twelve months	Fee \$100.00 each false alarm
Fifth and sixth false alarm - per rolling twelve months	Fee \$200.00 each false alarm
Seventh and each false alarm thereafter –	Fee \$500.00 each false alarm



**EAST GOSHEN TOWNSHIP  
FEE SCHEDULE**

**Exhibit A to Resolution 2026-03 East Goshen Township Fee Schedule**

per rolling twelve months	
<b>Section 81-13A – False Fire Alarms</b>	<b>Changes for 2026</b>
First false fire alarm – per rolling twelve months	Warning – No fee
Second, Third and Fourth false fire alarm – per rolling twelve months	Fee \$500.00 each false fire alarm
Fifth and sixth false fire alarm - per rolling twelve months	Fee \$1000.00 each false fire alarm
Seventh and each false fire alarm thereafter – per rolling twelve months	Fee \$2000.00 each false fire alarm
<b>Subdivision and Land Development Fees</b>	
<b>Subdivision Review Fees</b>	
Application and review 2 lots	Fee \$300.00 per lot
Application and review 3 or more lots on existing streets	Fee \$350.00 per lot
Application and review 3 or more lots requiring new streets	Fee \$500.00 per lot
<b>Land Development Fees</b>	
4 Acres or less	Fee \$300.00 per lot
4 to 24.99 Acres	Fee \$450.00 per lot
25 to 99.99 Acres	Fee \$700.00 per lot
100 Acres or More	Fee \$950.00 per lot
<b>Lot line and/or Minor Revision Review</b>	Fee \$200.00 per lot
<b>Additional costs for Subdivision, Land Development and Lot Line and/or Minor Revision Reviews shall be as follows:</b>	
<p>1) The applicant shall pay the review fees of the professional consultants utilized by the Township during its review of the subdivision or land development application. The applicant shall submit \$5,000.00 to the Township at the time of the submission of the subdivision or land development application. This money shall be placed in an interest-bearing account held by the Township and monies shall be disbursed from this account to pay the actual costs of the professional consultants. The Township shall provide the applicant with a breakdown of all monies disbursed from the account. If the account balance goes below \$1,000.00 the applicant shall deposit additional monies sufficient to bring the account balance back up to \$5,000.00. Upon approval or denial of the land development or subdivision application and payment of the final invoices from the professional consultants the balance of funds in the account plus any interest shall be returned to the applicant.</p> <p>2) The applicant shall reimburse the Township for the actual cost of all legal, engineering, inspections, and materials tests, incurred during construction and up to acceptance, by the Township, of the improvements.</p> <p>3) The applicants shall pay all Chester County Planning Commission, Chester County Health Department, Department of Environmental Protection, Chester County Soil Conservation District and Penn Dot review fees, and all recording costs.</p>	
<b>Miscellaneous Fees (Changes for 2026)</b>	
Jacuzzi or Hot Tub	Flat fee \$100.00
Driveways New	Fee \$100.00 + Engineering & Twp cost
Driveway Expansion	Fee \$100.00 + Engineering & Twp cost
Parking Lots	Fee \$100.00 + Engineering & Twp cost
Courts – Tennis, basketball, shuffleboard, bocce ball	Free
Structures, Renovation/alteration – silos, water towers, antenna towers, wind energy systems and the like.	Fee \$100.00 + Engineering & Twp cost
PA UCC Continuing Education Fee	Fee \$4.50 for every building (UCC) Permit Issued.
Contractor Registration	\$50.00 per year
Solicitation Fees	Fee \$28.00
Solicitation PA State background check	Fee \$22.00
<b>Special Event Permit &amp; Noise Waiver</b>	Remove is under Fire Operational Permits
<b>Public Hearings before the Zoning Hearing Board and Board of Supervisors</b>	
<p>A) The applicant shall deposit with the Township \$550.00 to defray the cost of the following:</p> <ul style="list-style-type: none"> <li>i. One half (½) the cost of preparation and publication of "Notice of Public Hearing".</li> <li>ii. Posting of the property by the Township Staff.</li> <li>iii. One half (½) of the appearance fee of the court reporter.</li> </ul>	



## EAST GOSHEN TOWNSHIP

### FEE SCHEDULE

#### Exhibit A to Resolution 2026-03 East Goshen Township Fee Schedule

iv. Other miscellaneous administrative charges.

v. The cost for mailing a hearing notice letter to all property owners within 1,000 feet of the property.

B) If the monies paid to the Township pursuant to Section a. are insufficient to ensure payment of all costs incurred in the disposition of the application the Township shall require additional deposits in increments of one hundred dollars (\$100.00). The failure of the Township to demand additional deposits from time to time shall not relieve the applicant from liability for all costs, charges, fees, and expenses in excess of deposits.

C) Monies paid which are in excess of the actual costs shall be refunded to the applicant within 30 days of receipt of the written decision.

D) Referring to b and c above; if the total costs exceed the monies paid by less than \$10.00 there will be no additional charge and conversely, there will be no refunds given for amounts under \$10.00.

E) Conditional Use Professional Consultants – The applicant shall pay the review fees of the professional consultants utilized by the Township during its review of the conditional use application. The applicant shall submit \$2,000.00 to the Township at the time of the submission of the application for a conditional use. This money shall be placed in an interest-bearing account held by the Township and monies shall be disbursed from this account to pay the actual costs of the professional consultants. The Township shall provide the applicant with a breakdown of all monies disbursed from the account. If the account balance goes below \$500.00 the applicant shall deposit additional monies sufficient to bring the account balance back up to \$2,000.00. Upon approval or denial of the conditional use application and payment of the final invoices from the professional consultants the balance of funds in the account plus any interest shall be returned to the applicant.

F) Site Plan / Act 167 Stormwater Management Plan Review - The applicant shall pay the review fees of the professional consultants utilized by the Township during its review of the Site Plan / Act 167 Stormwater Management application. The applicant shall submit \$2,000.00 to the Township at the time of the submission of the application for. This money shall be placed in an interest-bearing account held by the Township and monies shall be disbursed from this account to pay the actual costs of the professional consultants. The Township shall provide the applicant with a breakdown of all monies disbursed from the account. If the account balance goes below \$500.00 the applicant shall deposit additional monies sufficient to bring the account balance back up to \$2,000.00. Upon approval or denial of the Site Plan / Act 167 Stormwater Management application and payment of the final invoices from the professional consultants the balance of funds in the account plus any interest shall be returned to the applicant.

#### Hearings Before the International Code Council Board of Appeals and Stormwater Appeals Board

A) There shall be a filing fee of \$100.00.

B) In addition, the applicant shall deposit with the Township \$400.00 to defray the cost of the following:

- vi. Preparation and mailing of the list and/or labels bearing the names of property owners to be notified.
- vii. Preparation of the hearing notice and affidavit of certification.
- viii. Publication of "Notice of Public Hearing".
- ix. Posting of the property by the Building Inspector.
- x. One half (½) of the appearance fee of the court reporter.
- xi. Other miscellaneous administrative charges.
- xii. The cost for a copy of the transcript if requested by the applicant.

C) If the monies paid by the applicant pursuant to Section b are insufficient to ensure payment of all costs incurred in the disposition of the application, the Township shall require additional deposits in increments of one hundred dollars (\$100.00). The failure of the Township to demand additional deposits from time to time shall not relieve the applicant from liability for all costs, charges, fees, and expenses in excess of deposits.

D) Monies paid which are in excess of the actual costs shall be refunded to the applicant.

E) Referring to c and d above; if the total costs exceed the monies paid by less than \$10.00 there will be no additional charge and conversely, there will be no refunds given for amounts under \$10.00.

#### Sewer, Refuse and Real Estate Tax Certification

A) Per Sewer Certification - \$15.00. Fee must be paid prior to certification being issued.



## EAST GOSHEN TOWNSHIP

### FEE SCHEDULE

#### Exhibit A to Resolution 2026-03 East Goshen Township Fee Schedule

- B) Per Refuse Certification - \$15.00. Fee must be paid prior to certification being issued.  
C) Real Estate Certification is handled by the County.

#### Collection Procedures

- A) The Township Manager is authorized to collect any monies due and payable to the Township under this resolution in the manner prescribed by law.  
B) Any costs associated with the collection of these fees shall be the responsibility of the applicant and/or property owner as applicable.

#### Returned Checks & ACH Payments

- A) Any check or ACH payment received by the Township pursuant to this resolution or any other ordinance shall be deposited in the authorized Township depository (bank).  
B) All checks or ACH payments returned by the Township depository (bank) to the Township, for insufficient funds or any other reason shall have a letter written to the check writer or ACH payee advising that their check or ACH payment has been returned by the bank and that they should re-issue payment immediately.  
C) The check writer or ACH payee's account shall be updated to indicate that a payment was not made.  
D) Any check or ACH payment that is returned to the Township will result in the imposition of a \$20.00 fee in addition to any fees imposed by the Township depository (bank), both of which shall be applied to the appropriate account.

#### Park Fees

- A) The following fees will be charged to those groups or individuals who reserve a facility for a specific date and time.

##### NOTES:

- The use of passive parks is limited to passive events only.
- Each day is divided into three time periods:
  - Morning - 7 am to Noon
  - Afternoon - Noon to 5 pm
  - Evening - 5 pm to Dusk
- The West Chester Area School District is exempt from all fees.
- Separate checks shall be provided in the event a deposit is required.
- Deposit checks will be returned after the facility has been inspected and found to be in good condition.

xiii. Pavilion (per event):

1. 1 to 200 people - \$200.00 rental fee.
2. Over 200 people - \$1.00 rental fee per person.

xiv. Volleyball Courts (cost per court):

1. \$36.00 per time period

xv. Passive Parks (all Township owned open space except for the 55-acre Township Park. Per event):

1. 1 event - \$50.00 with \$25.00 refundable deposit

xvi. Baseball, Softball, Soccer Fields; excluding T-Ball (cost per field/court):

1. 1 field - \$36.00

#### Copying of Township Records

- A) The cost for the copying of Township records pursuant to the "Right to Know Law" Act 3 of 2008, as amended, shall be as follows:



## EAST GOSHEN TOWNSHIP

### FEE SCHEDULE

#### Exhibit A to Resolution 2026-03 East Goshen Township Fee Schedule

- a. Postage - the actual cost of mailing.
- b. Duplication - The fees are based upon the duplication of records maintained and duplicated in black & white on standard 8 ½ by 11-inch paper, 8 ½ x 14-inch paper or 11 x 17-inch paper. All larger records, including but not limited to plans, maps and similar documents are “over-size records” for purposes of the fee schedule.
  - i. Photocopy - \$0.25 per single sided copy
  - ii. Color Photocopy - \$0.35 per single sided copy
  - iii. Facsimile/Microfiche/Other Media – the Township’s cost to duplicate the record original media.
  - iv. Conversion of electronic media only records to paper – if a record is only maintained in electronic media the fee shall be the lesser of \$ 0.25 per page (8½’ x 11’), or the Township’s cost to duplicate the record in the electronic media.
  - v. Over-size Records - \$4.00 per sheet
  - vi. Over-size Color Records - the Township’s cost to duplicate the record.
  - vii. Court Reporter Transcripts – Prior to the decision being “final, binding and non-appealable” - \$2.00 per page.
- c. Certification of a record – \$5.00 per certification.
- d. Use of own copier or photographing a record – A requester may utilize their own copier provided the device is self-powered, (it may not be plugged into a Township power outlet) or camera. Any duplication by the requester must be done with a Township employee present.
- e. Direct access to the Township computer system is prohibited.
- f. No original records may be removed from the Township Building by a requester.
- g. Inspection of Redacted Records. If a requester seeks to inspect rather than receive copies which contain both public and non-public information, the Township shall redact the non-public information. While the Township may not charge the requester for the redaction itself, the Township will charge the requester for any copies it must make in order to securely redact the record before allowing the requester to view the record.

#### Refuse charges pursuant to Section 194-8 of the Township Code

Single Family Residential	Fee \$100.00 per quarter
Multi-family Residential	Fee \$100.00 per quarter

#### Sewer Charges pursuant to Sections 188-3, 188-4, 188-5 and 188-25 of the Township Code

A) Fixed Rate per unit	
a. Fixed rate	\$55.61 per quarter
b. Meter reading surcharge	\$ 50.00 per quarter
B) Variable Rate	
a. Variable Rate	\$9.70 per 1,000 gallons of water
b. Variable Rate (East Whiteland)	\$6.20 per 1,000 gallons of water
(East Whiteland is in agreement to sell their sewer system to AQUA by the end of 2021. Their rates would be frozen for 3 years under the agreement with AQUA)	
C) Permits/Inspections/Meter Reading	
a. New Sewer Laterals	\$750.00 per lateral
b. Water Meter/Measuring Device	\$150.00 per meter/measuring device.
c. Water Meter Reading	\$900.00 divided by number of all meters to be read.
D) On-Lot Sewage System Management Fee	
The fine of \$100.00 is due and payable when the Township sends out the notice to pump the on-lot system.	

#### Sewer Tap-In & Inspections pursuant to Ordinance 188 Sewers

## EAST GOSHEN TOWNSHIP

### FEE SCHEDULE

#### Exhibit A to Resolution 2026-03 East Goshen Township Fee Schedule

A) Ridley Creek and Chester Creek	
a. Tap-In Fee	\$ 2,000.00 each tap.
b. Tap Inspection Fee	\$ 750.00 each tap.
B) Meadowbrook and Cornwallis	
a. Tap-In Fee	\$ 7,480.00 each tap.
b. Tap Inspection Fee	\$ 750.00 each tap.
<b>Stormwater Management submissions pursuant to Ordinance 129-F-2013</b>	
A) Simplified Approach for Small Projects (1,000 sf. or less) shall be charged an application, plan review and inspection fee \$300.00 + (Engineering cost as required by project)	
B) Stormwater Management System Full Submission (2,000 sq. ft. or Greater) shall be charged an application fee \$100.00. The applicant shall pay the review fees of the professional consultants utilized by the Township during its review of the stormwater application. The applicant shall submit \$2,000.00 to the Township at the time of the submission stormwater application. This money shall be placed in an interest-bearing account held by the Township and monies shall be disbursed from this account to pay the actual costs of the professional consultants. The Township shall provide the applicant with a breakdown of all monies disbursed from the account. If the account balance goes below \$500.00 the applicant shall deposit additional monies sufficient to bring the account balance back up to \$2,000.00. Upon completion of the stormwater project and payment of the final invoices from the professional consultants the balance of funds in the account plus any interest shall be returned to the applicant.	
C) Stormwater Operation and Maintenance Agreement – All cost associated with the inspections and maintenance of stormwater systems shall be invoice to the Landowner.	
D) On-site systems – Annual required inspections made by Township Staff shall be a flat fee \$100.00 invoiced to the Landowner.	

## 2026 Appointments & Reappointments

<b><u>Conservancy</u></b>			
	<b><u>Reappointment</u></b>	<b><u>New Applicant</u></b>	<b><u>Vacancy</u></b>
	Erich Meyer	Susan Vanesse	2
		Julieta Calmon	
<b><u>ESAC</u></b>			
	<b><u>Reappointment</u></b>	<b><u>New Applicant</u></b>	<b><u>Vacancy</u></b>
	Mary Kreuger	Maria O'Hara	3
		Robert Murray	
<b><u>Pipeline Task Force</u></b>			
	<b><u>Reappointment</u></b>	<b><u>New Applicant</u></b>	<b><u>Vacancy</u></b>
	Mary McCloskey	David Shuey	3
<b><u>Park &amp; Rec</u></b>			
	<b><u>Reappointment</u></b>	<b><u>New Applicant</u></b>	<b><u>Vacancy</u></b>
	Karen Batavio	William Quinn	3
	Peter Knupp		
<b><u>Planning Commission</u></b>			
	<b><u>Reappointment</u></b>	<b><u>New Applicant</u></b>	<b><u>Vacancy</u></b>
	Fred Pioggia	Karen Martynick	2
	Mike Paganelli		
<b><u>Zoning Hearing Board</u></b>			
	<b><u>Reappointment</u></b>	<b><u>New Applicant</u></b>	<b><u>Vacancy</u></b>
	Jim Christenson	None	1
<b><u>Vacancy Board</u></b>			
<b><u>Pension Committee</u></b>			
Timothy O'Reilly			
Bill Smith			
Derek Davis			
David Shuey			

\*ESAC Vacancy number of "2" is dependent on if current member Karen Martynick is appointed to Planning Commission. Otherwise that vacancy number will be "3" and will fit the number of new applicants and reappointments.



## **2026 BoS ABC LIAISONS**

### **Supervisor**

Cody Bright

Barbara Emery

Ann Duffield

Peter Hicks

Larry Massaro

### **Boards**

Chair  
Police Commission

Vice Chair  
WCACOG  
WEGO Alternate

Conservancy  
Pipeline Task Force  
Park & Rec

Fire/EMS Liaison  
Municipal Authority

Planning Commission  
ESAC  
Pension Committee

**BOARD OF SUPERVISORS**  
EAST GOSHEN TOWNSHIP  
CHESTER COUNTY  
1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

Date: December 23, 2025

To: Board of Supervisors

From: Mark Miller

RE: Bid Results for 2026 Crusher Contract

On December 23, 2025, we opened bids for the 2026 crusher contract. We received only one bid which was from Hoffman Equipment. The results are listed below and we recommend awarding the contract to Hoffman Equipment for \$10,000 per week / \$30,000 per month.

<b>Crusher - opened 12/23/25</b>	<b>Quantity</b>	<b>Description</b>	<b>Weekly Price</b>	<b>Monthly Price</b>
<b>Hoffman Equipment</b>				
Beth Ionillo	1	Rubble Master RM70G0 or comparable	<b>\$10,000.00</b>	<b>\$30,000.00</b>
300 South Randolphville Rd				
Piscataway, NJ 08854				
732-529-8114				
<a href="mailto:beth.iorillo@hoffmanequip.com">beth.iorillo@hoffmanequip.com</a>				

Please sign the attached contract where indicated and return it to Mark Miller as soon as possible.



**EAST GOSHEN TOWNSHIP BID FORM &  
SPECIFICATIONS CRUSHER – 2026**

Name of Bidder/Company: Hoffman Equipment  
Name of Contact Person: Beth Iorillo  
Address: 300 South Randolphville Rd. Piscataway 08854  
Phone: 732-529-8114 FAX: 732-529-8154  
E-mail Address: Beth.iorillo@hoffmanequip.com.

**This will be a 12-month contract.**

Qty	Description	Weekly Price	Monthly Price
1	Rubble Master RM70G0 or comparable	10,000. <sup>00</sup>	30,000. <sup>00</sup>

- A) The successful bidder must supply the Township with a performance bond or certified check in the amount of 50% of the contracted price within 30 days after notification of the award of the contract.
- B) Delivery and drop off will be provided by East Goshen Township.

Attest:

Beth Iorillo  
Print Name  
Rental Manager  
Title

Beth Iorillo  
Signature  
12/22/25  
Date





**pennsylvania**  
DEPARTMENT OF TRANSPORTATION

**EQUIPMENT RENTAL  
PROPOSAL AND CONTRACT  
(WHEN EXECUTED)  
(INSTRUCTIONS ON PAGE 5)**

(THIS PROPOSAL INCLUDES  
INSTRUCTIONS TO BIDDERS)

**A. DEPOSIT OF PROPOSALS.**

All envelopes containing Bid proposals shall be  
clearly marked "Bid Proposal for Equipment  
Leasing Opening of \_\_\_\_\_, 2025."  
(DATE)

East Goshen  
MUNICIPALITY (NAME & TYPE)

Sealed Proposals will be received on or before  
10:00 AM \_\_\_\_\_, on the above Date.  
TIME

Derek Davis  
SECRETARY

1580 Paoli Pk  
ADDRESS  
West Chester, PA 19380  
ADDRESS

Proposals will be opened and read at approximately  
10:00 AM \_\_\_\_\_, on the above Date.  
TIME

PROPOSALS MUST BE MAILED OR OTHERWISE  
DELIVERED TO THE ABOVE ADDRESS.

**B. NAME OF CONTRACTOR (To be completed by the bidder.)**

Proposal of

HOFFMAN INTERNATIONAL, INC dba HOFFMAN EQUIPMENT  
(NAME OF CONTRACTOR)

300 South RANDOLPHVILLE RD, PLUMTOWN, NJ 08857  
(ADDRESS)

**C. SPECIFICATIONS. (To be completed by the MUNICIPALITY before proposals are distributed.)**

The contractor hereby proposes and agrees.

- To provide on a rental basis equipment described in the attached Schedule of Equipment on an as needed basis, where directed, within the geographic area described in the Schedule of Equipment for a period beginning January 1, 2026, and ending on December 31, 2026.
- To maintain this equipment in good mechanical and operating condition and to make all repairs and / or replacements at the CONTRACTORS expense.
- The equipment described in the Schedule of Equipment shall be provided to the MUNICIPALITY upon three (3) days oral notice for all its operations, except snow removal operations, for which purpose the equipment will be provided with two (2) hours notice of oral notification.
- To furnish all fuel, anti-freeze, operator(s) and necessary operating attachments.
- The CONTRACTOR shall permit the MUNICIPALITY to review all records relating to labor and equipment utilized under the terms of this agreement.
- The CONTRACTOR shall provide adequate insurance coverage in the form of Property Damage and Bodily Injury Insurance. If required by the MUNICIPALITY, evidence of such coverage, in the form of a certificate of a qualified insurance company, must be provided when the CONTRACTOR is notified by MUNICIPALITY that his bid has been accepted.
- The CONTRACTOR is responsible for all costs incurred in the delivery and return of the equipment.
- When accepted by the MUNICIPALITY, this proposal will constitute a contract binding on the CONTRACTOR, their executors, administrators, successors or assigns.
- Accompanying this proposal is a certified check or bid bond payable to the MUNICIPALITY in the amount of \_\_\_\_\_, as a proposal guarantee which, it is understood, will be forfeited in the event the CONTRACTOR is awarded the contract and fails to provide the necessary performance bond, as required in Paragraph 10.

10. The successful bidder shall, within 30 days of the award of the contract, submit a guarantee of performance of the terms of the contract in the form of a bond or certified check payable to the MUNICIPALITY in the amount of 50% of bid \_\_\_\_\_. A Performance Bond shall be on the attached form (MS-970) or its equivalent. If a certified check is submitted, it will be forfeited to the MUNICIPALITY to cover any added costs to the MUNICIPALITY in the event it determines by written notice to the CONTRACTOR that any equipment was not available when needed or that its performance was unsatisfactory.

**D. CERTIFICATION. (To be completed by the bidder.)**

1. The only person(s) having an interest in this proposal, including owners of equipment leased by the CONTRACTOR is (are).

HOFFMAN INTERNATIONAL INC

(NAME)

300 SAINT RANDOLPH AVENUE RD

(ADDRESS)

PISCATAWAY, NJ 08854

(NAME)

(ADDRESS)

(NAME)

(ADDRESS)

2. None of the above persons are employees of the MUNICIPALITY.
3. The CONTRACTOR has provided Workmen's Compensation Insurance for the operators of this equipment to be provided under the terms of this contract. (Where required by Law.)
4. The CONTRACTOR will comply with all the requirements of the laws and implementing regulations of the Commonwealth of Pennsylvania and of the United States relating to human relations, equal opportunity and non-discrimination in employment, and will pay to workmen employed in the performance of the contract the wages to which they may be entitled.
5. All equipment bid on is of a size and/or capacity at least as great as indicated in Col. C of the Schedule of Equipment.

WITNESSED OR ATTESTED BY:

*Carl Strach*

Signature

TITLE

CARL STRACH

GENERAL COUNSEL

(SEAL)

BY:

*[Signature]*

OWNER SIGNATURE

SVP Sales and Marketing

TITLE

(SEAL)

**E. ACCEPTANCE. (To be completed by appropriate Municipal Officers only in the event the above proposal is accepted.)**

ACCEPTED ON

(DATE)

ATTESTED BY:

BY:

TOWNSHIP MANAGER SIGNATURE

(SEAL)

BOARD SIGNATURES