

AGENDA
EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS
1580 Paoli Pike, 2nd Floor
Thursday, April 16, 2026
7:00 PM

To Join Zoom Meeting:

Link: Register in advance for this meeting:

https://us02web.zoom.us/joining/register/FVf4dEnxQrWeOp1qAU_V3A

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

- The Zoom public is asked to remain muted during the meeting when the Board is talking.
 - If you do not wish to be seen on the Board Room TVs or the YouTube Recording, your camera must be turned off via Zoom.
 - In-person public participants will be given the *first* opportunity to comment and ask questions on each agenda item that requires a Board vote.
 - The Zoom public participants will be given the *second* opportunity to comment and ask questions on each agenda item that requires a Board vote.
 - Zoom participants wishing to comment must raise their hand icon, state their name, and must speak one at a time.
1. Call to Order (7:00 PM)
 2. Pledge of Allegiance
 3. Moment of Silence
Announce that this meeting is being recorded via Zoom. A recording will be uploaded later to the Township's YouTube channel for viewing.
 4. Chairman's Report
 - a. *Keep East Goshen Beautiful Day* will be held on Saturday, April 25th at 8:00 AM with a rain date of Sunday, April 26th. Arbor Day event will be held immediately after this event.
 - b. We continue to look for residents interested in reviving our Historical Commission. Please contact Township Manager Derek Davis or fill out an "ABC Volunteer Application" from our website.
 - c. The joint *America250* event with West Goshen will take place at East Goshen Park on Saturday, May 30th, from 3:00 PM to 9:00 PM. We will have a Colonial Town Square, Revolutionary War cannon, live music, plenty of moon bounces for the kids, and a drone/firework show to wrap it up!
 5. Public Comment (7:05 PM to 7:15 PM)
 6. Emergency Services Reports (7:15 PM to 7:20 PM)
 - a. WEGO – Chief David Leahy
 - b. [Goshen Fire Co – March 2026 Report](#)
 - c. [Malvern Fire Co – March 2026 Report](#)
 - d. [Good Fellowship – March 2026 Report](#)
 7. Public Hearings – None
 8. [Financial Report – As of February 28, 2026, 2026 \(7:20 PM to 7:25 PM\)](#)
 9. Approval of Minutes and Treasurer's Report (7:25 PM to 7:30 PM)
 - a. [Minutes – February 3, 2026, February 17, 2026 and March 17, 2026](#)
 - b. [Treasurer's Report – March 12, 2026 to April 9, 2026](#)

10. Old Business
 - a. Discussion on enhanced communication and Dandelion Digital. (7:30 PM to 7:35 PM)
 - b. Comprehensive Plan Discussion. (7:35 PM to 7:40 PM)
11. New Business
 - a. 2026 Trash Bid discussion. (7:40 PM to 7:50 PM)
 - b. Green-Light-Go Grant Application. (7:50 PM to 7:55 PM)
 - c. Historical Commission. (7:55 PM to 8:00 PM)
 - d. Zoning Hearing Board (ZHB) Application – 1409 Manley Road, Dimensional Variance. (8:00 PM to 8:05 PM)
 - e. Westtown Township Compressive Plan Amendment Adjacent Municipality Review/Comment Period. (8:05 PM to 8:15 PM)
12. Any Other Matter (8:15 PM to 8:20 PM)
13. Public Comment (8:25 PM to 8:35 PM)
14. Liaison Reports (8:35 PM TO 8:40 PM)
15. Correspondence, Reports of Interest.
16. Adjournment (8:40 PM)

**GOSHEN FIRE COMPANY
MARCH 2026
MONTHLY OPERATIONS REPORT
FOR FIRE, EMS AND FIRE POLICE**



SUMMARY

The first quarter of 2026 was busy, with fire calls running 52% above last year and EMS continuing to average 430 calls per month or 14.3 calls per day.

The Easter Flower Sale at Station 56 was a success, with great turnout by the community.

Serious Incidents

March 2	Rt 202 @ Rt 100	West Goshen	MVA Fire
March 15	Rt 202 @ Boot Rd	West Goshen	Vehicle Fire
March 23	1367 Troon Lance	East Goshen	House Fire
March 24	Phoenixville Pike	East Whiteland	MVA Entrapment
March 31	547 Summit House	East Goshen	Building Fire

Major Events & Fundraising

Easter Flower Sale – Boot Road Station

April 3, 4, 5

YEAR TO DATE SUMMARY

Fire Responses per Municipality	Monthly Responses	Monthly Manhours	YTD 2026 Responses	YTD 2026 Manhours	YTD 2025 Responses	YOY Variance
East Goshen	24	122	92	346	77	19%
West Goshen	23	59	81	177	43	88%
Westtown	6	18	22	49	27	-19%
Willistown	4	11	18	37	9	100%
Other	9	52	40	223	10	300%
Total - Fire	66	262	253	832	166	52%

Fire Police Responses per Municipality	Monthly Responses	Monthly Manhours	YTD 2026 Responses	YTD 2026 Manhours	YTD 2025 Responses	YOY Variance
East Goshen	7	25	21	80	19	11%
West Goshen	12	38	36	101	28	29%
Westtown	2	4	4	10	19	-79%
Willistown	2	11	6	33	14	-57%
Other	4	17	7	34	4	75%
Total - Fire Police	27	95	74	258	84	-12%

EMS Responses per Municipality	Monthly Responses	Monthly Manhours	YTD 2026 Responses	YTD 2026 Manhours	YTD 2025 Responses	YOY Variance
East Goshen	173	317	600	1573	636	-6%
West Goshen	158	261	443	962	360	23%
Westtown	33	62	101	234	101	0%
Willistown	36	71	100	257	127	-21%
Other	19	31	47	88	82	-43%
Total - EMS	419	742	1291	3114	1306	-1%

Total Responses per Municipality	Monthly Responses	Monthly Manhours	YTD 2026 Responses	YTD 2026 Manhours	YTD 2025 Responses	YOY Variance
East Goshen	204	464	713	1999	732	-3%
West Goshen	193	358	560	1240	431	30%
Westtown	41	84	127	293	147	-14%
Willistown	42	93	124	327	150	-17%
Other	32	100	94	345	96	-2%
Total - Goshen Fire Company	512	1099	1618	4204	1556	4%

Staff-Hours on Apparatus	Fire	EMS
Volunteer	139	3
Career	123	739

Fire Response Data

Calls by Incident Type - month

Type Calls	Feb	YTD
Type Calls	April	YTD
Accident - ALS	0	3
Accident - BLS	1	10
Accident - Entrapment	2	4
ACCIDENT - FIRE	2	3
ACCIDENT - PEDESTRIAN STRUCK	0	2
Alarm - Carbon Monoxide	5	19
ALARM - GAS	0	2
ALARM - MEDICAL - BLS	1	1
ALARM FIRE	24	79
FIRE - APARTMENT BUILDING FIRE	1	2
FIRE - APPLIANCE FIRE	0	4
FIRE - ASSIST THE AMBULANCE	0	5
FIRE - BRUSH	3	4
FIRE - BUILDING	1	7
FIRE - CARBON MONOXIDE INCIDENT	2	2
FIRE - CHIMNEY	1	2
FIRE - FORCIBLE ENTRY	0	1
FIRE - FUEL SPILL	0	1
FIRE - GAS LEAK INSIDE	2	13
FIRE - GAS LEAK OUTSIDE	0	5
FIRE - HOUSE FIRE	4	17
FIRE - NOTIFY FIRE CHIEF	1	4
FIRE - ODOR INVESTIGATION INSIDE	1	7
FIRE - OUT BUILDING/SHED	1	1
FIRE - POLES,WIRES,TRANSFORMER FIRE	5	9
FIRE - PUBLIC SERVICE	4	6
FIRE - RELOCATE FIRE/EMS UNITS	0	1
FIRE - RESIDENTIAL RESCUE	0	1
FIRE - SMOKE/ODOR INVEST OUTSIDE	0	3
FIRE - STUCK/MALFUNCTIONING ELEVATOR	1	6
FIRE - TRASH/DUMPSTER FIRE	0	1
FIRE - VEHICLE	1	1
FIRE - ASSIST EMS	3	27

EMS Response Data

Total Calls	419
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Calls to Assisted Living and Retirement Communities	
Arbor Terrace Willistown	15
Bellingham	20
Bryn Mawr Rehab	0
Harrison Hill Apartments	3
Hershey's Mill	43
Merrill Gardens	31
Park Lane	12
Pembroke	52
Wellington	37

Patients Treated	
Patients Treated (Total)	356
Patients Treated - Age 65 and Over	252
	71%

Transport Destination	TOTAL
Bryn Mawr Hospital	2
Chester County Hospital	187
CHOP KOP	2
Nemours Childrens Hospital	0
Paoli Memorial Hospital	107
Riddle Memorial Hospital	0
Total Patients transported	298
Calls with no transport	121
	29%

Patient Transfer Time	
Maximum (minutes)	180

Type Calls	#
ACCIDENT-ALS	5
ACCIDENT-BLS	41
ACCIDENT – ENTRAPMENT	1
ACCIDENT-FIRE	3
ALARM-CARBON MONOXIDE	2
ALARM-FIRE	1
ALARM-MEDICAL – BLS	14
FIRE-CARBON MONOXIDE INCIDENT	3
FIRE-GAS LEAK INSIDE	1
FIRE-HOUSE	2
MEDICAL-ABDOMINAL PAIN – BLS	9
MEDICAL-ALLERGC/MED REACTION-ALS	1
MEDICAL-ASSAULT W/INJ (JO/IP)-ALS	2
MEDICAL-ASSAULT W/ INJ (JO/IP) - BLS	2
MEDICAL-BACK PAIN - BLS	6
MEDICAL-CARDIAC/RESP ARREST - ALS	3
MEDICAL-CVA/STROKE - ALS	11
MEDICAL-DIABETIC EMERGENCY - ALS	2
MEDICAL-DOA - BLS	6
MEDICAL-EMOTIONAL DISORDER - BLS	9
MEDICAL-EXPOSURE TO HEAT/COLD - BLS	1
MEDICAL-FALL / LIFT ASSIST - BLS	103
MEDICAL-FALLS - ALS	14
MEDICAL-HEART PROBLEMS - ALS	23
MEDICAL-HEMORRHAGING - ALS	5
MEDICAL-HEMORRHAGING - BLS	1
MEDICAL-HYPO TENSION - ALS	7
MEDICAL-INJURED PERSON - ALS	4
MEDICAL-INJURED PERSON - BLS	14
MEDICAL-OVERDOSE - ALS	4
MEDICAL-OVERDOSE - BLS	2
MEDICAL-POISONING – ALS	1
MEDICAL-RESPIRATORY DIFFICULTY - ALS	60
MEDICAL-SEIZURES - ALS	8
MEDICAL-SICK PERSON - BLS	59
MEDICAL-SYNCOPE - ALS	10
MEDICAL-UNCONSCIOUS PERSON - ALS	5
MEDICAL-UNRESPONSIVE PERSON - ALS	6

Fire Police Response Data

Total Calls	27
Hours In Service	24
Person Hours In Service	94
Calls 2 Hours or longer	3

Calls by Nature	MAR	YTD
Appliance	0	2
Brush	3	4
Building	1	6
Chimney Fire	1	2
Dwelling	2	4
Fire	1	1
Fuel Spill	0	1
Gas Leak	0	4
MVA	14	40
Pedestrian Struck	0	2
Traffic Control Assist	1	1
Trash	0	1
Trees & Wires	3	5
Vehicle Fire	1	1

2026 GOSHEN FIRE COMPANY AUTOMATIC ALARM REPORT

Addresses With More Than 1 Alarm Year-to-Date

INCIDENT LOCATION	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
1361 BOOT RD EAST GOSHEN TOWNSHIP PA	3												3
1515 MANLEY RD EAST GOSHEN TOWNSHIP PA		5											5
1604 PAOLI PIKE EAST GOSHEN TOWNSHIP PA		2											2
1615 E BOOT RD EAST GOSHEN TOWNSHIP PA	3	2	3										8
206 APPLEBROOK DR EAST GOSHEN TOWNSHIP PA			2										2
1030 ANDREW DR WEST GOSHEN TOWNSHIP PA		2											2
1130 WEST CHESTER PIKE WEST GOSHEN TOWNSHIP PA		3	2										5
200 LAWRENCE DR WEST GOSHEN TOWNSHIP PA		1	1										2
500 ELLIS LN WEST GOSHEN TOWNSHIP PA	2												2
1309 HALIFAX CT WESTTOWN TOWNSHIP PA	2												2
1502 WEST CHESTER PIKE WESTTOWN TOWNSHIP PA	1	1											2
944 GARRETT MILL RD WILLISTOWN TOWNSHIP PA	1	1											2

Date Printed: 4/10/2026



Fire Year to Date Stats

Month	Count
JANUARY	79
FEBRUARY	56
MARCH	70
APRIL	1
Year to Date Total:	206

TOP Event SubType to Date	Count
FIRE	42
RESPIRATORY DIFFICULTY - ALS	20
BLS	12
HEART PROBLEMS - ALS	11
CVA/STROKE - ALS	10
CARBON MONOXIDE	9
UNRESPONSIVE PERSON - ALS	8
FACILITY DRILL TYPE CODE	6
FALL / LIFT ASSIST - BLS	6
INJURED PERSON - BLS	6



Chester County Department of Emergency Services

Malvern Fire Company



Monthly Fire Event Log by Municipality

Date Range:	MARCH
Total Events:	41

03/01/2026 F26011871 FIRE-NOTIFFC

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
16 APPLEWOOD RD WLSTN CHEST PA	405	CHF04	03/01/2026 04:10:34 PM	03/01/2026 04:15:06 PM	n/a	03/01/2026 04:25:01 PM
16 APPLEWOOD RD WLSTN CHEST PA	405	FD0400	03/01/2026 04:11:21 PM	n/a	n/a	03/01/2026 04:15:10 PM
16 APPLEWOOD RD WLSTN CHEST PA	405	UTL04	03/01/2026 04:15:57 PM	03/01/2026 04:15:58 PM	n/a	03/01/2026 04:25:01 PM

03/02/2026 F26011956 FIRE-OUTBLDG

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
112 CHURCH ST MALVRN CHEST PA	401	CHF04	03/02/2026 08:15:40 AM	03/02/2026 08:15:50 AM	03/02/2026 08:18:23 AM	03/02/2026 08:34:37 AM
112 CHURCH ST MALVRN CHEST PA	401	ENG04	03/02/2026 08:17:11 AM	03/02/2026 08:17:12 AM	03/02/2026 08:18:43 AM	03/02/2026 08:34:37 AM
112 CHURCH ST MALVRN CHEST PA	401	LAD04	03/02/2026 08:13:44 AM	n/a	n/a	03/02/2026 08:21:43 AM
112 CHURCH ST MALVRN CHEST PA	401	LAD04	03/02/2026 08:23:04 AM	n/a	03/02/2026 08:23:05 AM	03/02/2026 08:34:37 AM
112 CHURCH ST MALVRN CHEST PA	401	TKR04	03/02/2026 08:13:44 AM	n/a	n/a	03/02/2026 08:21:41 AM



Chester County Department of Emergency Services

Malvern Fire Company



Monthly Fire Event Log by Municipality

03/05/2026 F26012598 ACCIDENT-BLS

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
418 S WARREN AVE MALVRN CHEST PA: @MALVERN PREP SCHOOL	481	CHF04	03/05/2026 02:22:44 PM	03/05/2026 02:22:51 PM	03/05/2026 02:25:21 PM	03/05/2026 04:13:05 PM
418 S WARREN AVE MALVRN CHEST PA: @MALVERN PREP SCHOOL	481	DEP04	03/05/2026 02:24:59 PM	n/a	03/05/2026 02:25:00 PM	03/05/2026 04:13:05 PM
418 S WARREN AVE MALVRN CHEST PA: @MALVERN PREP SCHOOL	481	ENG04	03/05/2026 02:21:01 PM	n/a	n/a	03/05/2026 02:29:30 PM
418 S WARREN AVE MALVRN CHEST PA: @MALVERN PREP SCHOOL	481	LAD04	03/05/2026 02:28:11 PM	03/05/2026 02:28:20 PM	03/05/2026 02:30:02 PM	03/05/2026 04:13:05 PM

03/06/2026 F26012756 ALARM-FIRE

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
688 SUGARTOWN RD WLSTN CHEST PA: @WLLISTOWN TWP PD	406	AST04	03/06/2026 12:51:28 PM	n/a	03/06/2026 12:51:29 PM	03/06/2026 12:51:45 PM
688 SUGARTOWN RD WLSTN CHEST PA: @WLLISTOWN TWP PD	406	TKR04	03/06/2026 12:50:12 PM	n/a	n/a	03/06/2026 12:51:45 PM

03/07/2026 F26012980 FIRE-HOUSE

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
591 LANCASTER AVE EWHITE CHEST PA	501	CHF04	03/07/2026 05:15:47 PM	03/07/2026 05:15:48 PM	03/07/2026 05:19:34 PM	03/07/2026 05:35:03 PM
591 LANCASTER AVE EWHITE CHEST PA	501	ENG04	03/07/2026 05:13:20 PM	03/07/2026 05:18:35 PM	n/a	03/07/2026 05:22:08 PM



Chester County Department of Emergency Services

Malvern Fire Company



Monthly Fire Event Log by Municipality

03/08/2026 F26013084 ALARM-FIRE

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
158 GRUBB RD WILSTN CHEST PA	403	DEP04	03/08/2026 08:26:32 AM	03/08/2026 08:26:33 AM	03/08/2026 08:30:18 AM	03/08/2026 08:31:10 AM
158 GRUBB RD WILSTN CHEST PA	403	LAD04	03/08/2026 08:20:37 AM	03/08/2026 08:27:41 AM	n/a	03/08/2026 08:31:10 AM

03/08/2026 F26013220 MEDICAL-BINJ

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
221 S WARREN AVE MALVRN CHEST PA	401	ENG04	03/08/2026 10:20:48 PM	03/08/2026 10:28:20 PM	03/08/2026 10:36:00 PM	03/08/2026 10:36:02 PM

03/09/2026 F26013248 ALARM-FIRE

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
418 S WARREN AVE MALVRN CHEST PA: @MALVERN PREP SCHOOL	481	DEP04	03/09/2026 04:44:56 AM	03/09/2026 04:44:57 AM	03/09/2026 04:46:58 AM	03/09/2026 05:07:52 AM
418 S WARREN AVE MALVRN CHEST PA: @MALVERN PREP SCHOOL	481	LAD04	03/09/2026 04:46:43 AM	03/09/2026 04:46:44 AM	03/09/2026 04:50:30 AM	03/09/2026 05:07:52 AM
418 S WARREN AVE MALVRN CHEST PA: @MALVERN PREP SCHOOL	481	TKR04	03/09/2026 04:38:31 AM	n/a	n/a	03/09/2026 04:46:48 AM



Chester County Department of Emergency Services

Malvern Fire Company



Monthly Fire Event Log by Municipality

03/09/2026 F26013253 ALARM-FIRE

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
418 S WARREN AVE MALVRN CHEST PA: @MALVERN PREP SCHOOL	481	DEP04	03/09/2026 05:21:52 AM	03/09/2026 05:21:53 AM	n/a	03/09/2026 05:24:01 AM
418 S WARREN AVE MALVRN CHEST PA: @MALVERN PREP SCHOOL	481	ENG04	03/09/2026 05:19:26 AM	n/a	n/a	03/09/2026 05:22:18 AM

03/09/2026 F26013282 DRILL-FACILITY

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
611 SUGARTOWN RD WLSTN CHEST PA: @SUGARTOWN ELEMENTARY SCHOOL	482	CHF04	03/09/2026 09:09:22 AM	n/a	03/09/2026 10:08:59 AM	03/09/2026 10:09:04 AM

03/09/2026 F26013349 ALARM-FIRE

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
418 S WARREN AVE MALVRN CHEST PA: @MALVERN PREP SCHOOL	481	ENG04	03/09/2026 02:12:51 PM	03/09/2026 02:12:52 PM	03/09/2026 02:16:05 PM	03/09/2026 02:25:51 PM
418 S WARREN AVE MALVRN CHEST PA: @MALVERN PREP SCHOOL	481	TKR04	03/09/2026 02:06:27 PM	n/a	n/a	03/09/2026 02:18:19 PM

03/10/2026 F26013611 ACCIDENT-BLS

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
MOREHALL RD/BRENNAN BLVD EWHITE CHEST PA	506	CHF04	03/10/2026 05:35:22 PM	03/10/2026 05:35:28 PM	n/a	03/10/2026 05:37:50 PM
MOREHALL RD/BRENNAN BLVD EWHITE CHEST PA	506	LAD04	03/10/2026 05:33:44 PM	n/a	n/a	03/10/2026 05:37:50 PM



Chester County Department of Emergency Services

Malvern Fire Company



Monthly Fire Event Log by Municipality

03/11/2026 F26013711 DRILL-FACILITY

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
370 CENTRAL AVE WILSTN CHEST PA: @VILLA MARIA ACADEMY	483	CHF04	03/11/2026 08:50:30 AM	n/a	n/a	03/11/2026 10:59:54 AM

03/11/2026 F26013852 ACCIDENT-FIRE

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
170 NB RT 202 EWHITE CHEST PA: @17.0 NB RT 202	519	FP04	03/11/2026 08:02:01 PM	n/a	n/a	03/11/2026 09:31:15 PM

03/13/2026 F26014137 DRILL-FACILITY

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
370 CENTRAL AVE WILSTN CHEST PA: @VILLA MARIA ACADEMY	483	CHF04	03/13/2026 09:12:57 AM	n/a	n/a	03/13/2026 10:21:48 AM

03/13/2026 F26014157 FIRE-GASLKOU

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
28 CREST AVE MALVRN CHEST PA	401	DEP04	03/13/2026 11:07:55 AM	03/13/2026 11:07:56 AM	03/13/2026 11:09:47 AM	03/13/2026 12:04:28 PM
28 CREST AVE MALVRN CHEST PA	401	ENG04	03/13/2026 11:11:28 AM	03/13/2026 11:11:29 AM	03/13/2026 11:15:22 AM	03/13/2026 12:04:29 PM
28 CREST AVE MALVRN CHEST PA	401	TKR04	03/13/2026 11:04:07 AM	n/a	n/a	03/13/2026 11:42:03 AM



Chester County Department of Emergency Services

Malvern Fire Company



Monthly Fire Event Log by Municipality

03/13/2026 F26014171 ALARM-FIRE

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
255 N PHOENIXVILLE PIKE EWHITE CHEST PA: @GREAT VALLEY MIDDLE SCHOOL	598	LAD04	03/13/2026 12:38:41 PM	n/a	n/a	03/13/2026 12:41:52 PM
255 N PHOENIXVILLE PIKE EWHITE CHEST PA: @GREAT VALLEY MIDDLE SCHOOL	598	LAD04	03/13/2026 12:43:04 PM	03/13/2026 12:43:05 PM	03/13/2026 12:51:04 PM	03/13/2026 01:20:06 PM

03/13/2026 F26014191 FIRE-WIRES

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
PAOLI PIKE/DEVON RD WLSTN CHEST PA	403	DEP04	03/13/2026 02:14:13 PM	03/13/2026 02:14:14 PM	03/13/2026 02:17:14 PM	03/13/2026 04:00:26 PM
PAOLI PIKE/DEVON RD WLSTN CHEST PA	403	ENG04	03/13/2026 02:16:05 PM	03/13/2026 02:16:06 PM	03/13/2026 02:18:35 PM	03/13/2026 04:00:27 PM
PAOLI PIKE/DEVON RD WLSTN CHEST PA	403	TKR04	03/13/2026 02:10:40 PM	n/a	n/a	03/13/2026 02:19:09 PM

03/13/2026 F26014238 ALARM-FIRE

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
611 SUGARTOWN RD WLSTN CHEST PA: @SUGARTOWN ELEMENTARY SCHOOL	482	DEP04	03/13/2026 05:45:28 PM	03/13/2026 05:45:29 PM	03/13/2026 05:50:35 PM	03/13/2026 06:11:21 PM
611 SUGARTOWN RD WLSTN CHEST PA: @SUGARTOWN ELEMENTARY SCHOOL	482	ENG04	03/13/2026 05:47:15 PM	03/13/2026 05:47:16 PM	03/13/2026 05:52:14 PM	03/13/2026 06:07:24 PM
611 SUGARTOWN RD WLSTN CHEST PA: @SUGARTOWN ELEMENTARY SCHOOL	482	LAD04	03/13/2026 05:42:41 PM	n/a	n/a	03/13/2026 06:11:21 PM



Chester County Department of Emergency Services

Malvern Fire Company



Monthly Fire Event Log by Municipality

03/13/2026 F26014259 FIRE-BUILDNG

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
PAOLI PIKE/W LANCASTER AVE TREDYF CHEST PA	322	DEP04	03/13/2026 07:30:01 PM	03/13/2026 07:30:02 PM	n/a	03/13/2026 07:34:00 PM
PAOLI PIKE/W LANCASTER AVE TREDYF CHEST PA	322	ENG04	03/13/2026 07:24:29 PM	03/13/2026 07:31:36 PM	n/a	03/13/2026 07:33:50 PM

03/14/2026 F26014381 ALARM-FIRE

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
21 BROOKMONT DR EGOSHN CHEST PA	408	CHF04	03/14/2026 12:29:27 PM	03/14/2026 12:29:28 PM	03/14/2026 12:33:09 PM	03/14/2026 12:35:46 PM
21 BROOKMONT DR EGOSHN CHEST PA	408	ENG04	03/14/2026 12:28:48 PM	03/14/2026 12:28:49 PM	03/14/2026 12:33:56 PM	03/14/2026 12:35:46 PM
21 BROOKMONT DR EGOSHN CHEST PA	408	TKR04	03/14/2026 12:23:33 PM	n/a	n/a	03/14/2026 12:28:56 PM

03/15/2026 F26014641 ALARM-FIRE

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
655 SUGARTOWN RD WLSTN CHEST PA: @DEVEREUX MAPLETON SCHOOL	482	DEP04	03/15/2026 10:38:23 PM	03/15/2026 10:38:24 PM	03/15/2026 10:43:42 PM	03/15/2026 10:56:32 PM
655 SUGARTOWN RD WLSTN CHEST PA: @DEVEREUX MAPLETON SCHOOL	482	ENG04	03/15/2026 10:38:09 PM	03/15/2026 10:38:10 PM	03/15/2026 10:44:33 PM	03/15/2026 10:56:32 PM
655 SUGARTOWN RD WLSTN CHEST PA: @DEVEREUX MAPLETON SCHOOL	482	LAD04	03/15/2026 10:32:08 PM	n/a	n/a	03/15/2026 10:56:32 PM



Chester County Department of Emergency Services

Malvern Fire Company



Monthly Fire Event Log by Municipality

03/15/2026 F26014644 FIRE-NOTIFFC

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
655 SUGARTOWN RD WLSTN CHEST PA: @DEVEREUX MAPLETON SCHOOL	482	CHF04	03/15/2026 11:20:02 PM	n/a	n/a	03/15/2026 11:21:27 PM
655 SUGARTOWN RD WLSTN CHEST PA: @DEVEREUX MAPLETON SCHOOL	482	DEP04	03/15/2026 11:20:10 PM	n/a	n/a	03/15/2026 11:21:27 PM

03/16/2026 F26014674 FIRE-WIRES

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
743 PROVIDENCE RD WLSTN CHEST PA	407	ENG04	03/16/2026 06:13:55 AM	03/16/2026 06:21:20 AM	03/16/2026 06:29:41 AM	03/16/2026 06:51:11 AM
743 PROVIDENCE RD WLSTN CHEST PA	407	TKR04	03/16/2026 06:13:18 AM	n/a	n/a	03/16/2026 06:14:00 AM

03/16/2026 F26014758 FIRE-FUEL

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
13 DEER RUN LN EWHITE CHEST PA	505	ENG04	03/16/2026 12:35:46 PM	03/16/2026 12:41:20 PM	03/16/2026 12:47:24 PM	03/16/2026 12:55:46 PM

03/16/2026 F26014787 FIRE-BUILDNG

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
392 LANCASTER AVE EWHITE CHEST PA: @D ANJOLELL MEMORIAL HOME	555	LAD04	03/16/2026 03:11:00 PM	n/a	n/a	03/16/2026 03:16:24 PM



Chester County Department of Emergency Services

Malvern Fire Company



Monthly Fire Event Log by Municipality

03/17/2026 F26014950 FIRE-PUBSERV

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
325 CENTRAL AVE WILSTN CHEST PA: @ENERGY MANAGEMENT SYSTEMS	403	CHF04	03/17/2026 06:11:25 AM	03/17/2026 06:13:15 AM	03/17/2026 06:19:24 AM	03/17/2026 06:23:16 AM
325 CENTRAL AVE WILSTN CHEST PA: @ENERGY MANAGEMENT SYSTEMS	403	ENG04	03/17/2026 06:18:55 AM	03/17/2026 06:19:46 AM	n/a	03/17/2026 06:22:05 AM

03/17/2026 F26014975 DRILL-FACILITY

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
370 CENTRAL AVE WILSTN CHEST PA: @VILLA MARIA ACADEMY	483	CHF04	03/17/2026 08:16:10 AM	n/a	n/a	03/17/2026 10:03:10 AM

03/17/2026 F26014976 ALARM-CO

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
28 CLOVER LN WILSTN CHEST PA	405	AST04	03/17/2026 08:27:31 AM	n/a	03/17/2026 08:27:32 AM	03/17/2026 08:53:25 AM
28 CLOVER LN WILSTN CHEST PA	405	DEP04	03/17/2026 08:21:59 AM	03/17/2026 08:22:00 AM	n/a	03/17/2026 08:53:25 AM
28 CLOVER LN WILSTN CHEST PA	405	ENG04	03/17/2026 08:21:04 AM	03/17/2026 08:21:05 AM	03/17/2026 08:27:01 AM	03/17/2026 08:53:25 AM
28 CLOVER LN WILSTN CHEST PA	405	TKR04	03/17/2026 08:17:54 AM	n/a	n/a	03/17/2026 08:23:24 AM



Chester County Department of Emergency Services

Malvern Fire Company



Monthly Fire Event Log by Municipality

03/20/2026 F26015694 ALARM-FIRE

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
47 GREEN LN WILSTN CHEST PA	407	AST04	03/20/2026 05:05:33 PM	03/20/2026 05:05:34 PM	03/20/2026 05:07:29 PM	03/20/2026 05:26:24 PM
47 GREEN LN WILSTN CHEST PA	407	DEP04	03/20/2026 05:05:32 PM	03/20/2026 05:05:33 PM	03/20/2026 05:14:44 PM	03/20/2026 05:26:24 PM
47 GREEN LN WILSTN CHEST PA	407	LAD04	03/20/2026 05:03:06 PM	03/20/2026 05:08:04 PM	03/20/2026 05:17:41 PM	03/20/2026 05:26:25 PM

03/22/2026 F26016052 ALARM-FIRE

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
174 GRUBB RD WILSTN CHEST PA	403	DEP04	03/22/2026 06:16:25 PM	03/22/2026 06:16:26 PM	03/22/2026 06:20:59 PM	03/22/2026 06:30:07 PM
174 GRUBB RD WILSTN CHEST PA	403	ENG04	03/22/2026 06:19:02 PM	03/22/2026 06:19:03 PM	03/22/2026 06:23:01 PM	03/22/2026 06:30:07 PM
174 GRUBB RD WILSTN CHEST PA	403	TKR04	03/22/2026 06:12:57 PM	n/a	n/a	03/22/2026 06:19:02 PM



Chester County Department of Emergency Services

Malvern Fire Company



Monthly Fire Event Log by Municipality

03/23/2026 F26016176 ALARM-FIRE

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
1 HARMONY CIR WLSTN CHEST PA	405	AST04	03/23/2026 01:23:48 PM	n/a	03/23/2026 01:23:49 PM	03/23/2026 01:30:56 PM
1 HARMONY CIR WLSTN CHEST PA	405	CHF04	03/23/2026 01:20:17 PM	03/23/2026 01:20:17 PM	03/23/2026 01:24:27 PM	03/23/2026 01:30:09 PM
1 HARMONY CIR WLSTN CHEST PA	405	ENG04	03/23/2026 01:20:50 PM	03/23/2026 01:20:51 PM	03/23/2026 01:25:30 PM	03/23/2026 01:30:56 PM
1 HARMONY CIR WLSTN CHEST PA	405	LAD04	03/23/2026 01:16:00 PM	n/a	n/a	03/23/2026 01:23:54 PM

03/23/2026 F26016184 FIRE-ELEVRES

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
266 LANCASTER AVE WLSTN CHEST PA: @BARR BUILDING	453	CHF04	03/23/2026 01:54:34 PM	03/23/2026 01:54:41 PM	03/23/2026 01:55:43 PM	03/23/2026 02:10:05 PM
266 LANCASTER AVE WLSTN CHEST PA: @BARR BUILDING	453	LAD04	03/23/2026 01:54:00 PM	03/23/2026 01:58:29 PM	03/23/2026 02:02:06 PM	03/23/2026 02:10:06 PM

03/23/2026 F26016202 MEDICAL-ASYNCO

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
650 CARNEGIE BLVD EWHITE CHEST PA: @ROTHMAN INSTITUTE	576	CHF04	03/23/2026 05:18:04 PM	03/23/2026 05:18:04 PM	n/a	03/23/2026 05:19:10 PM



Chester County Department of Emergency Services

Malvern Fire Company



Monthly Fire Event Log by Municipality

03/23/2026 F26016228 ALARM-FIRE

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
500 QUARRY POINT RD EWHITE CHEST PA	567	ENG04	03/23/2026 05:14:25 PM	n/a	n/a	03/23/2026 05:15:34 PM

03/24/2026 F26016350 ACCIDENT-ALS

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
CONESTOGA RD/MOORES RD EWHITE CHEST PA: alias RT 401/MOORES RD	505	ENG04	03/24/2026 11:01:04 AM	n/a	n/a	03/24/2026 11:09:43 AM

03/26/2026 F26016824 ALARM-FIRE

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
940 KING RD EGOSHN CHEST PA: @THE MALVERN TREATMENT CENTER	408	AST04	03/26/2026 08:38:47 PM	n/a	03/26/2026 08:38:48 PM	03/26/2026 08:50:12 PM
940 KING RD EGOSHN CHEST PA: @THE MALVERN TREATMENT CENTER	408	CHF04	03/26/2026 08:34:36 PM	03/26/2026 08:34:43 PM	03/26/2026 08:39:32 PM	03/26/2026 08:50:12 PM
940 KING RD EGOSHN CHEST PA: @THE MALVERN TREATMENT CENTER	408	ENG04	03/26/2026 08:35:52 PM	03/26/2026 08:35:53 PM	03/26/2026 08:39:39 PM	03/26/2026 08:50:12 PM
940 KING RD EGOSHN CHEST PA: @THE MALVERN TREATMENT CENTER	408	LAD04	03/26/2026 08:38:10 PM	03/26/2026 08:38:11 PM	03/26/2026 08:42:31 PM	03/26/2026 08:50:12 PM
940 KING RD EGOSHN CHEST PA: @THE MALVERN TREATMENT CENTER	408	TKR04	03/26/2026 08:30:31 PM	n/a	n/a	03/26/2026 08:36:00 PM



Chester County Department of Emergency Services

Malvern Fire Company



Monthly Fire Event Log by Municipality

03/29/2026 F26017337 FIRE-GASLKIN

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
335 E KING ST MALVRN CHEST PA: @EAST SIDE FLATS BUILD B	451	CHF04	03/29/2026 03:03:46 PM	03/29/2026 03:03:47 PM	03/29/2026 03:05:10 PM	03/29/2026 03:29:30 PM
335 E KING ST MALVRN CHEST PA: @EAST SIDE FLATS BUILD B	451	ENG04	03/29/2026 02:55:34 PM	03/29/2026 03:02:01 PM	03/29/2026 03:04:35 PM	03/29/2026 03:29:30 PM

03/30/2026 F26017522 ALARM-FIRE

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
335 BOOT RD WLSTN CHEST PA	407	CHF04	03/30/2026 04:14:00 PM	03/30/2026 04:14:00 PM	03/30/2026 04:20:55 PM	03/30/2026 04:31:30 PM
335 BOOT RD WLSTN CHEST PA	407	ENG04	03/30/2026 04:12:37 PM	03/30/2026 04:12:42 PM	n/a	03/30/2026 04:15:49 PM
335 BOOT RD WLSTN CHEST PA	407	TKR04	03/30/2026 04:09:57 PM	n/a	n/a	03/30/2026 04:15:49 PM

03/31/2026 F26017654 ALARM-FIRE

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
313 S WARREN AVE MALVRN CHEST PA: @MALVERN RETREAT HOUSE	481	CHF04	03/31/2026 11:29:37 AM	03/31/2026 11:29:44 AM	03/31/2026 11:32:17 AM	03/31/2026 11:33:02 AM
313 S WARREN AVE MALVRN CHEST PA: @MALVERN RETREAT HOUSE	481	DEP04	03/31/2026 11:26:25 AM	03/31/2026 11:26:26 AM	03/31/2026 11:28:19 AM	03/31/2026 11:33:02 AM
313 S WARREN AVE MALVRN CHEST PA: @MALVERN RETREAT HOUSE	481	ENG04	03/31/2026 11:26:36 AM	03/31/2026 11:26:37 AM	03/31/2026 11:30:28 AM	03/31/2026 11:33:02 AM
313 S WARREN AVE MALVRN CHEST PA: @MALVERN RETREAT HOUSE	481	LAD04	03/31/2026 11:23:18 AM	n/a	n/a	03/31/2026 11:26:36 AM



Run Date: 04/01/2026 10:10:43 AM

Last DW Refresh Date: 04/01/2026 03:30:00 AM

Chester County Department of Emergency Services

Malvern Fire Company



Monthly Fire Event Log by Municipality

03/31/2026 F26017668 ALARM-FIRE

Location	ESZ	Unit ID	Unit Dispatch	Unit Enroute	Unit Arrived	Unit Clear
841 FOREST LN WLSTN CHEST PA	405	AST04	03/31/2026 12:17:23 PM	n/a	03/31/2026 12:17:24 PM	03/31/2026 12:30:16 PM
841 FOREST LN WLSTN CHEST PA	405	CHF04	03/31/2026 12:11:40 PM	03/31/2026 12:11:46 PM	03/31/2026 12:17:36 PM	03/31/2026 12:28:02 PM
841 FOREST LN WLSTN CHEST PA	405	ENG04	03/31/2026 12:13:16 PM	03/31/2026 12:13:17 PM	n/a	03/31/2026 12:18:42 PM
841 FOREST LN WLSTN CHEST PA	405	TKR04	03/31/2026 12:10:03 PM	n/a	n/a	03/31/2026 12:13:16 PM



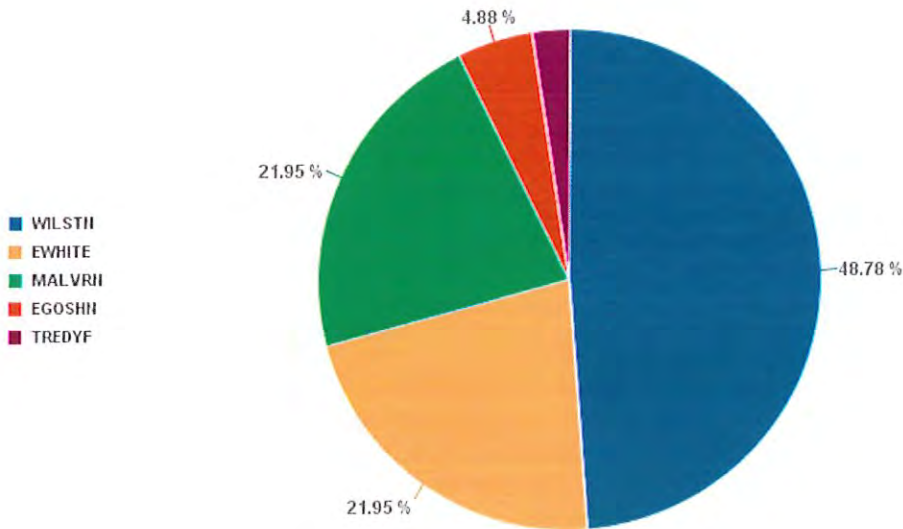
Chester County Department of Emergency Services

Malvern Fire Company



Monthly Fire Event Count by Municipality

Date Range:	MARCH
Total Events:	41



Event City	Totals
WLSTN	20
EWHITE	9
MALVRN	9
EGOSH	2
TREDYF	1
Total Events:	41



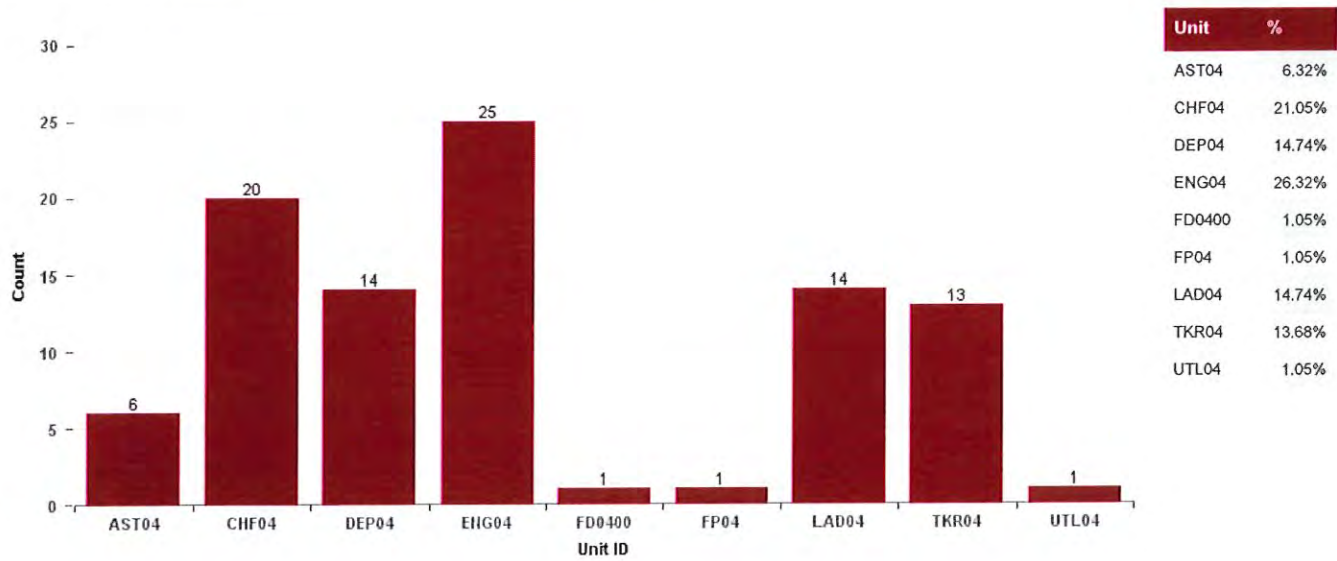
Chester County Department of Emergency Services

Malvern Fire Company



Monthly Fire Event Log by Unit

Date Range:	MARCH
Total Events:	41



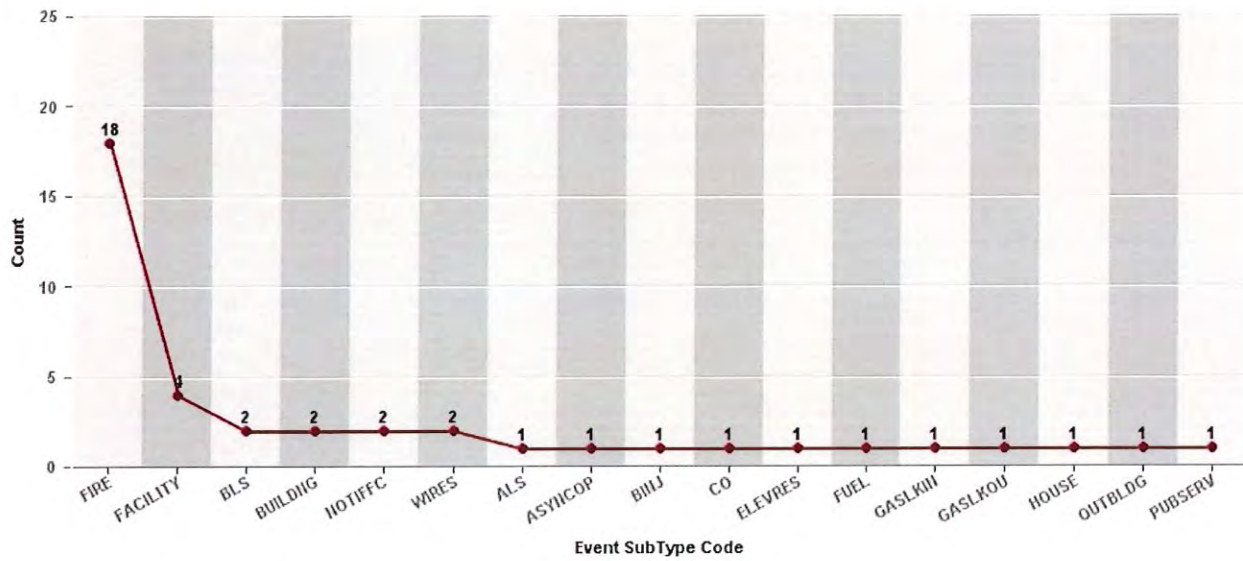
Chester County Department of Emergency Services

Malvern Fire Company



Monthly Fire Event Log by SubType

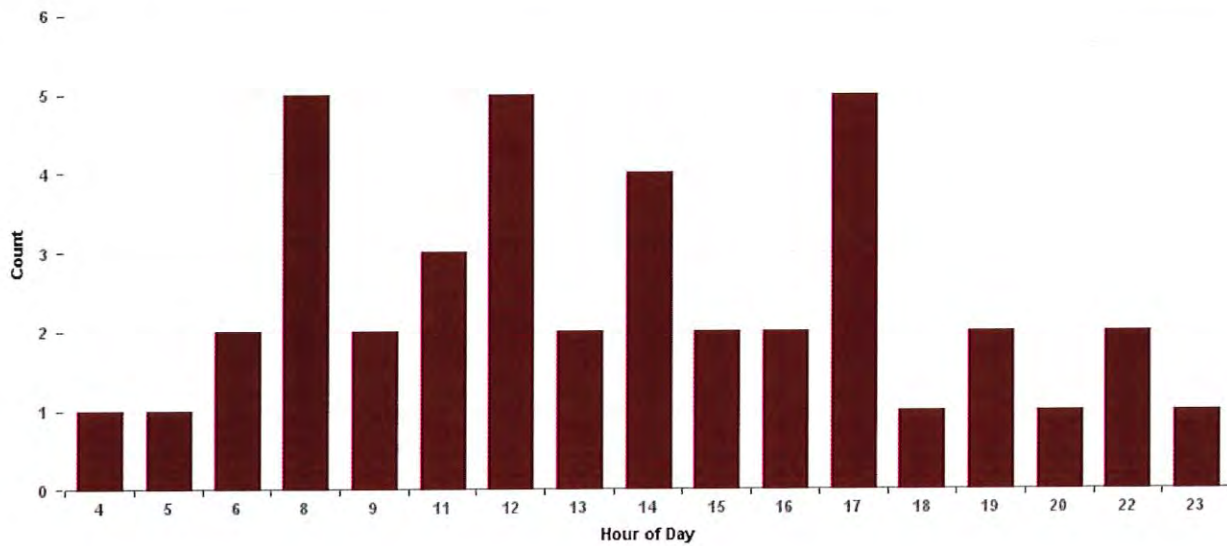
Date Range:	MARCH
Total Events:	41





Monthly Fire Event Log by Hour

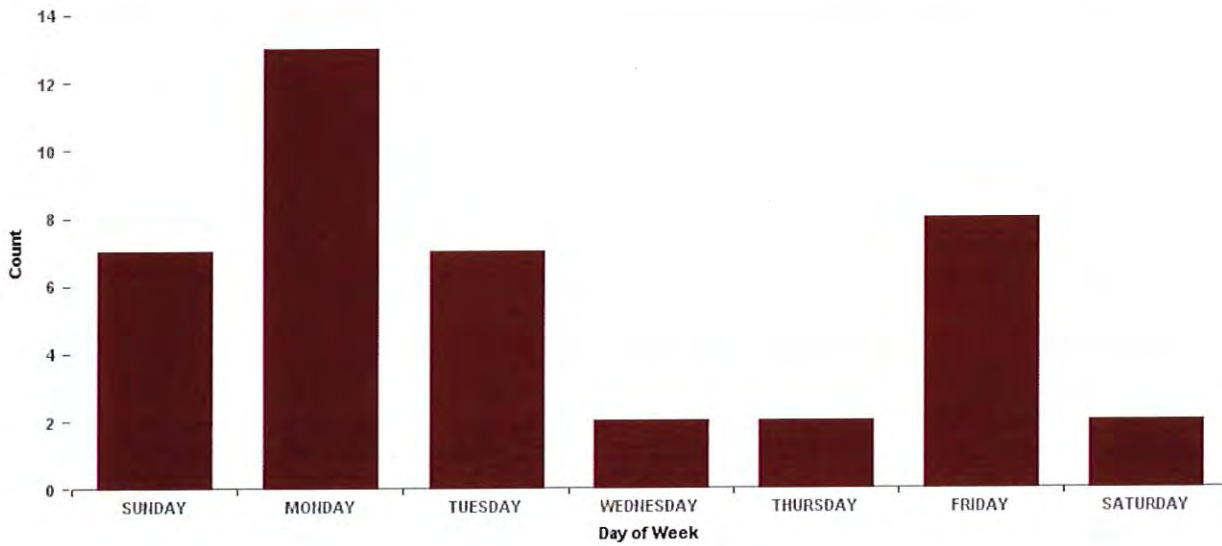
Date Range:	MARCH
Total Events:	41





Monthly Fire Event Log by Day of Week

Date Range:	MARCH
Total Events:	41



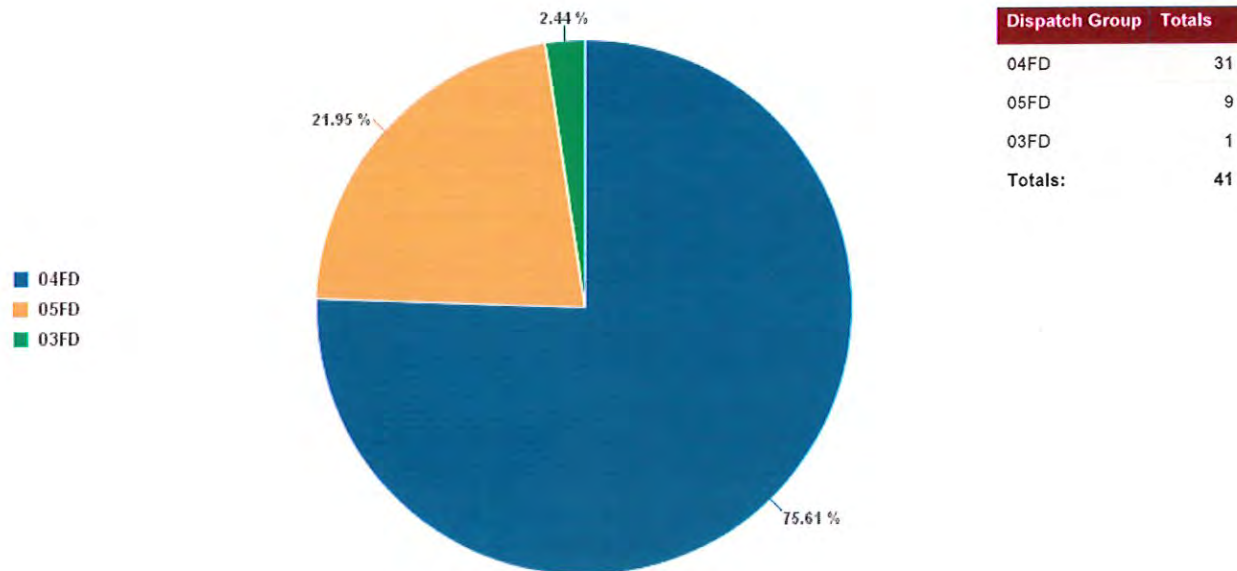
Chester County Department of Emergency Services

Malvern Fire Company



Monthly Fire Event Count by Dispatch Group

Date Range:	MARCH
Total Events:	41



Malvern Fire Company EMS Monthly Report



March 2026

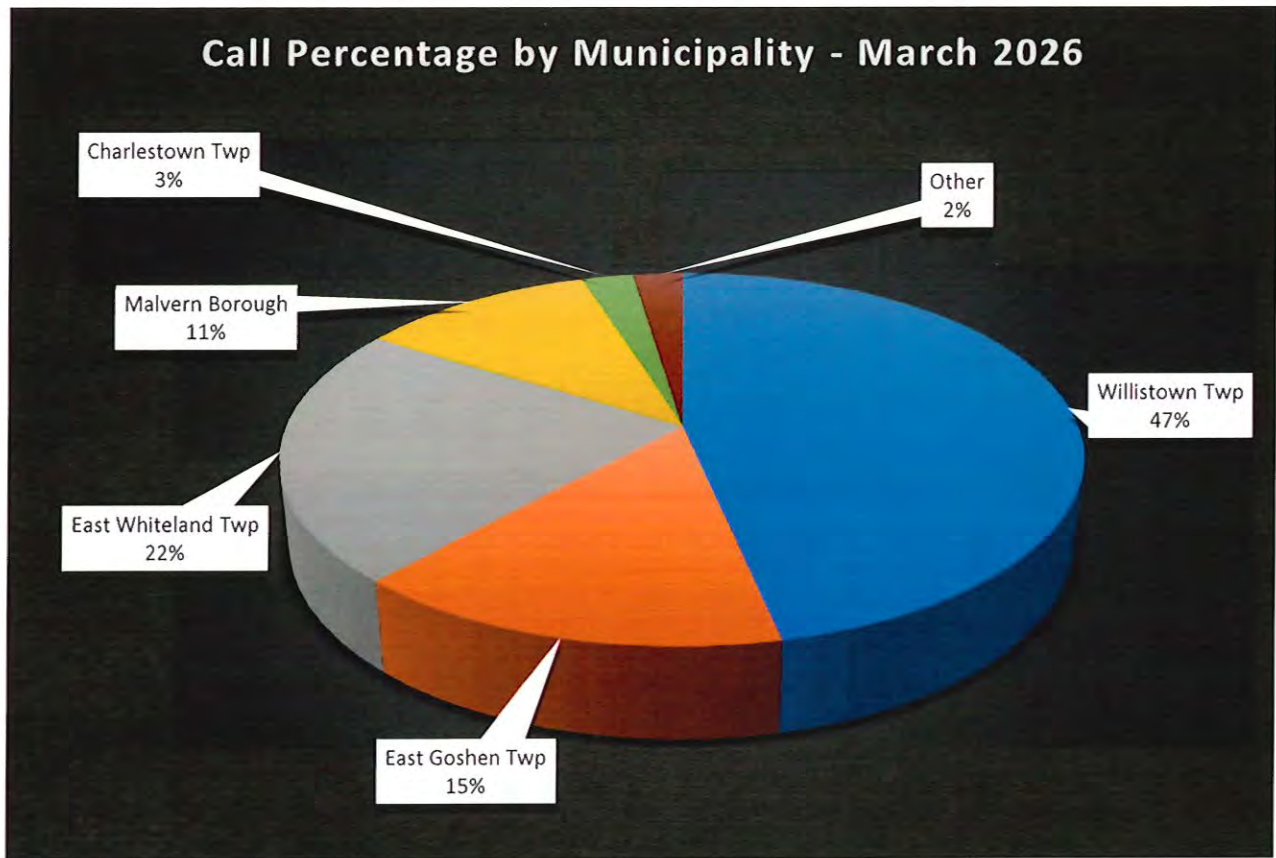


Malvern Fire Company
 Emergency Medical Service
 March 2026 Monthly Report

March 2026 Total Responses: 206

March 2025 Total Responses: 190

2026 Year-to-date Total Responses: 618



Municipality	Monthly Responses	YTD Responses	YTD %
Willistown Twp	96	286	46.3%
East Whiteland Twp	46	115	18.6%
East Goshen Twp	31	123	19.9%
Malvern Borough	23	64	10.4%
Charlestown Twp	5	14	2.3%
Other	5	16	2.6%
Total	206	618	100.0%



Malvern Fire Company
 Emergency Medical Service
 March 2026 Monthly Report



Calls by Fire Local:

Fire Company	Month	YTD	YTD %
Malvern Fire Company	96	290	46.9%
East Whiteland Fire Company	46	116	18.8%
Goshen Fire Company	32	123	19.9%
Paoli Fire Company	25	68	11.0%
Kimberton Fire Company	5	14	2.3%
Other	2	7	1.1%
Total	206	618	100%



March 2026

EAST GOSHEN TOWNSHIP

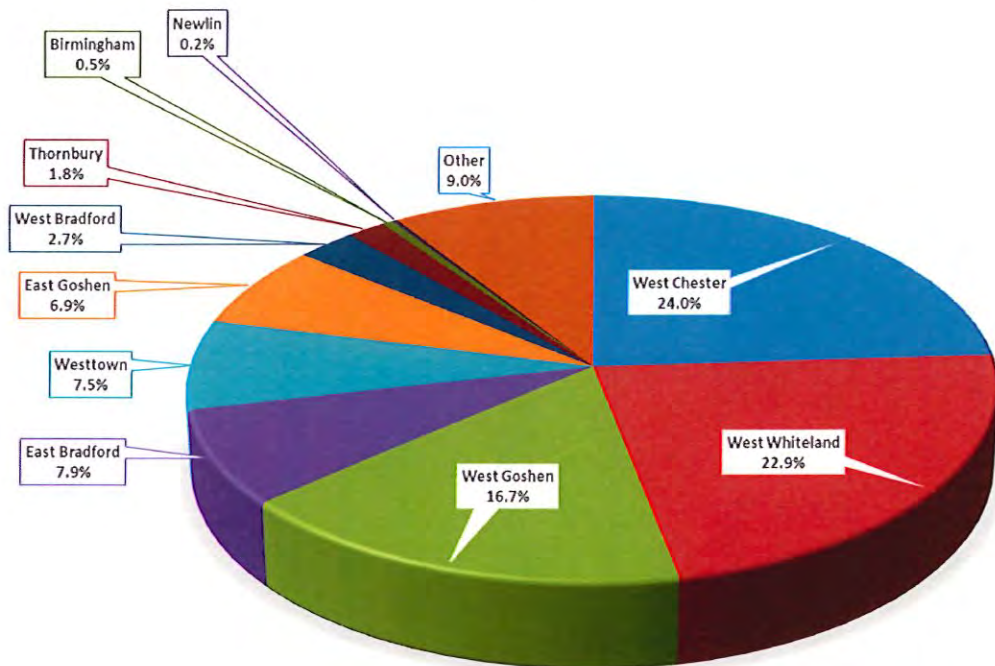
	2025	2026	YOY Variance
JAN	74	68	-8%
FEB	60	52	-13%
MAR	62	59	-5%
APR	66		
MAY	48		
JUN	75		
JUL	71		
AUG	74		
SEP	47		
OCT	59		
NOV	56		
DEC	72		
	764	179	Year Avg: -8.8%



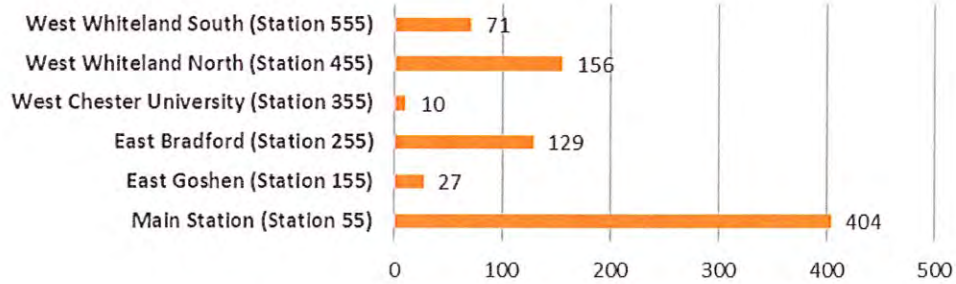
March 2026
OPERATIONS REPORT

CALL VOLUME

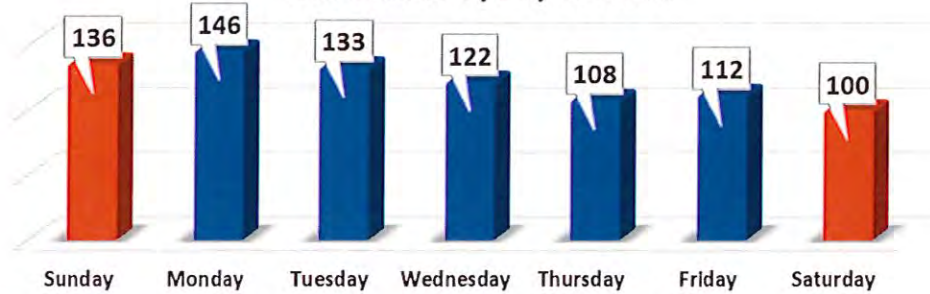
Municipality	Month	% of Calls	YTD
West Chester	206	24.0%	571
West Whiteland	196	22.9%	589
West Goshen	143	16.7%	432
East Bradford	68	7.9%	197
Westtown	64	7.5%	195
East Goshen	59	6.9%	179
West Bradford	23	2.7%	81
Thornbury	15	1.8%	47
Birmingham	4	0.5%	20
Newlin	2	0.2%	11
Uwchlan	19	2.2%	
Downingtown	13	1.5%	
East Whiteland	13	1.5%	
East caln	8	0.9%	
Caln	6	0.7%	
Upper Uwchlan	6	0.7%	
Coatesville	3	0.4%	
Willistown	2	0.2%	
East Brandywine	1	0.1%	
East Fallowfield	1	0.1%	
East Marlborough	1	0.1%	
Pocopson	1	0.1%	
Thorndale	1	0.1%	
West Brandywine	1	0.1%	
West Vincent	1	0.1%	
	857		



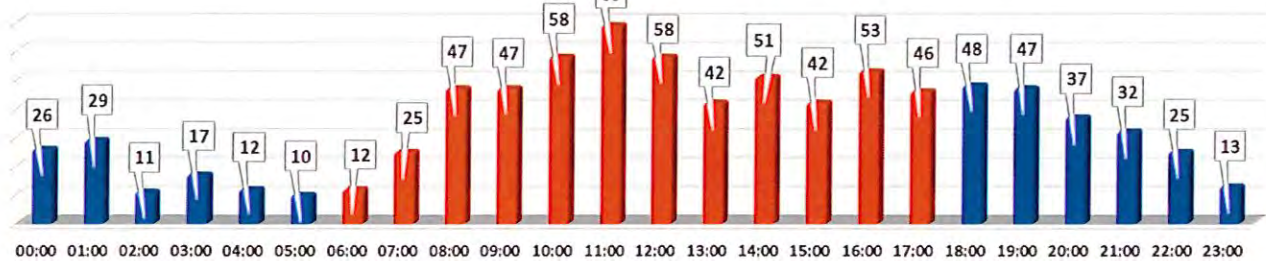
Responses By Station



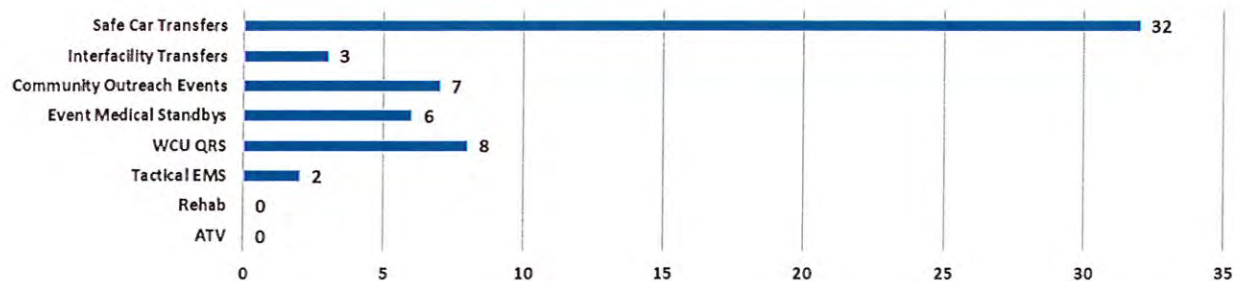
Call Volume By Day of Week



Call Volume By Hour

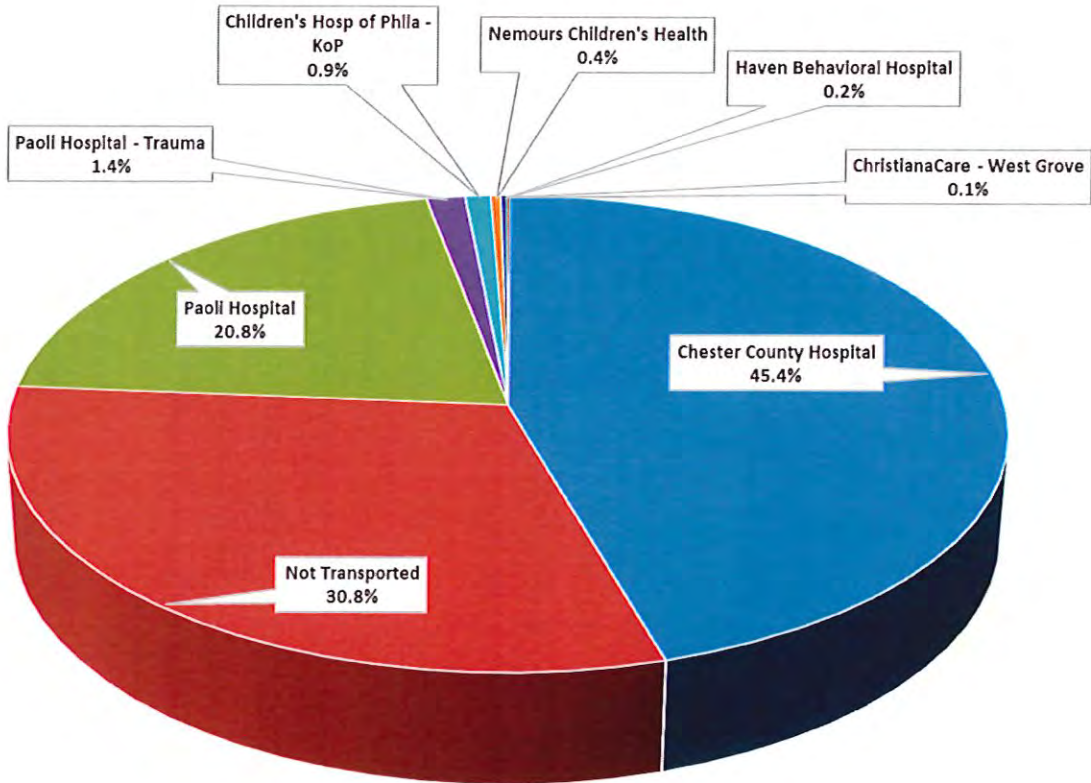


Interfacility Transports & Special Operations



HOSPITAL DESTINATION INFORMATION

Receiving Hospital	Total	%
Chester County Hospital	389	45.4%
Not Transported	264	30.8%
Paoli Hospital	178	20.8%
Paoli Hospital - Trauma	12	1.4%
Children's Hosp of Phila - KoP	8	0.9%
Nemours Children's Health	3	0.4%
Haven Behavioral Hospital	2	0.2%
ChristianaCare - West Grove	1	0.1%
	857	
Transported:	593	69.2%
Not Transported:	264	30.8%
	857	



MISCELLANEOUS CALL INFORMATION

Call Outcomes

Treated, Transported BLS	308	35.9%
Treated, Transported ALS	172	20.1%
Treated, Transported ALS with other BLS Agency	71	8.3%
Treated, Transported IALS	42	4.9%
Refusal	76	8.9%
Recalled Enroute	44	5.1%
Recalled On Scene	58	6.8%
No Services	55	6.4%
Lift Assist	16	1.9%
Fire Standby	5	0.6%
Released to BLS	7	0.8%
DOA	3	0.4%
Total	857	

Average Times

Dispatch To Enroute	1:13
Enroute To On Scene	6:16
On Scene Time	18:24
Transport Time	12:16
ER Wait Time	16:23
Dispatch To Available	59:59

Calls Covering Other Agencies

Minquas Fire Co.	26
Goshen Fire Co.	21
Uwchlan Ambulance	19
Malvern Fire Co.	6
Westwood Fire Co.	4
Longwood Fire Co.	3
Washington Hose Co.	2
East Whiteland Fire Co.	2
Concordville Fire Co.	2
Southern Chester County EMS	1
Total	86

Alcohol / Drug Suspicion

	Total	%
Patient Reported Alcohol Use	57	6.7%
Patient Reported Drug Use	16	1.9%
Alcohol / Drug Suspicion	12	1.4%
Total:	85	9.9%

West Chester University Calls

	Total	%
Total WCU Calls	24	2.8%
WCU Calls in West Chester	20	2.3%
WCU Calls in West Goshen	1	0.1%
WCU Calls in East Bradford	3	0.4%

Call Types

ALS Respiratory Difficulty	122	14.2%
BLS Fall	117	13.7%
BLS Sick Person	102	11.9%
ALS Heart Problems	62	7.2%
BLS Accident	37	4.3%
ALS Stroke	31	3.6%
ALS Fall	28	3.3%
ALS Seizure	28	3.3%
BLS Overdose	26	3.0%
ALS Unconscious Person	25	2.9%
BLS Injured Person	24	2.8%
BLS Mental Health Emergency	23	2.7%
ALS Hypotension	21	2.5%
ALS Unresponsive Person	19	2.2%
ALS Syncope	17	2.0%
ALS Hemorrhage	16	1.9%
ALS Overdose	14	1.6%
BLS Abdominal Pain	14	1.6%
BLS Back Pain	11	1.3%
ALS Cardiac/Respiratory Arrest	11	1.3%
ALS Accident	11	1.3%
ALS Diabetic Emergency	10	1.2%
ALS Allergic Reaction	10	1.2%
Medical Alarm	9	1.1%
BLS Syncope	6	0.7%
ALS Injured Person	6	0.7%
BLS Assault with Injuries	5	0.6%
BLS Hemorrhage	5	0.6%
BLS Unknown Nature	5	0.6%
House Fire	5	0.6%
Gas Leak Inside	4	0.5%
Accident with Entrapment	3	0.4%
ALS Choking	3	0.4%
Accident with Fire	3	0.4%
Accident Involving a Pedestrian	3	0.4%
Standby	2	0.2%
BLS Dead on Arrival	2	0.2%
ALS Assault With Injuries	2	0.2%
Investigation Inside	2	0.2%
ALS Maternity	2	0.2%
BLS Seizure	2	0.2%
CO Incident	1	0.1%
Other Rescue	1	0.1%
ALS Stabbing	1	0.1%
Vehicle Fire	1	0.1%
Apartment Fire	1	0.1%
CO Alarm	1	0.1%
Accident Involving a Structure	1	0.1%
ALS Shooting	1	0.1%
BLS Maternity	1	0.1%

857

Memo

To: Board of Supervisors
From: Kelly Brophy
Re: March 2026 YTD Financial Report
Date: April 16, 2026

As of the end of March, the Township's finances are in great shape. We collected \$2,964,260 and spent \$2,853,361. This means we have received \$110,899 more than we have spent so far this year. As of March 31st, the entire general fund balance is \$6,460,637.

2026 Budget Highlights:

Overall, we are about \$1.06 million ahead of where we expected to be at this point in the year.

We received \$808,700 more than we originally expected. This is largely due to higher collections from Property taxes, Transfer taxes, and Earned Income taxes. We also saw more activity than expected in Building and Reoccupancy permit fees.

Overall spending is \$258,373 lower than planned. We saved money due to lower costs for Police services, less spending on engineering work, and lower-than-expected wages in the Finance, Sewer, and Stormwater departments.

Other funds:

- The **State Liquid Fuels Fund** had \$521,628 in revenues and \$0 in expenses. The fund balance is \$522,885.
- The **Capital Reserve Fund** \$259,766 in revenues and \$496,649 in expenses. The fund balance is \$4,963,414.
- The **Transportation Fund** had \$5,019 in revenues and \$0 in expenses. The fund balance is \$541,883.
- The **Sewer Operating Fund** had \$1,371,557 in revenues and \$487,535 in expenses. The fund balance is \$2,732,846.
- The **Refuse Fund** had \$345,166 in revenues and \$388,547 in expenses. The fund balance is \$239,712.
- The **Bond Fund** had \$5,326 in revenues and \$12,480 in expenses. The fund balance is \$594,322.
- The **Sewer Capital Reserve Fund** had \$18,464 in revenues and \$19,776 in expenses. The fund balance is \$2,243,393.
- The **Operating Reserve Fund** had \$16,886 in revenues and \$0 in expenses. The fund balance is \$1,823,049.
- The **Infrastructure Sustainability Fund** had \$9,301 in revenues and \$2,838 in expenses. The fund balance is \$1,451,664.



EAST GOSHEN TOWNSHIP
 Variance Detail Report
 Year to Date As of March 31, 2026
GENERAL FUND

REVENUES	YTD Pr Yr	YTD Budget	YTD Actual	\$ Favorable/ (Unfavorable)	Comments on YTD Budget Variance
LOCAL ENABLING TAXES*	2,207,723	1,544,091	2,370,721	826,629	
LICENSE & PERMITS	99,571	89,375	91,789	2,414	Real Estate Property tax, Transfer tax & EIT tax higher than expected
FINES	54,996	10,803	7,395	(3,408)	
INTEREST EARNINGS	40,355	42,250	31,255	(10,995)	
RENTS	26,927	27,573	27,409	(164)	
STATE SHARED REVENUE & ENTITLEMENT	650	650	4,813	4,163	
GENERAL GOVERNMENT	22,054	4,390	1,379	(3,011)	
PUBLIC SAFETY	66,735	72,764	86,567	13,804	Building & Reoccupancy Permit fee collections are higher than expected
HIGHWAY & STREETS	6,025	300	2,502	2,202	
CULTURE & RECREATION	228,064	217,531	213,466	(4,065)	
MISCELLANEOUS REVENUE	18,553	10,833	11,235	401	
INTERFUND OPERATING TRANSFERS	244,379	135,000	115,731	(19,270)	Sewer transfer less than expected
TOTAL REVENUES	3,016,031	2,155,560	2,964,260	808,700	
EXPENSES					
GENERAL GOVERNMENT	283,017	309,823	218,958	90,865	Engineering recharges & finance wages less than expected
TAX COLLECTION	29,577	29,144	25,625	3,518	
GENERAL GOVERNMENT BLDG & PLANT	88,520	112,470	136,815	(24,345)	PW Building Maint & Repairs hirer than expected
PUBLIC SAFETY	1,222,726	1,321,878	1,228,537	93,341	Police expenses less than expected
PLANNING & ZONING	120,877	118,174	113,803	4,370	
RECYCLING	0	0	0	0	
PUBLIC WORKS - SANITATION	110,649	129,987	53,629	76,359	Sewer & stormwater wages less than expected
PUBLIC WORKS - HWYS ROADS & STREETS	610,953	576,767	663,256	(86,489)	Snow wages, snow supplies & road wages hirer than expected
PARTICIPANT RECREATION	74,019	64,741	61,720	3,021	
PARKS	49,743	48,720	54,514	(5,794)	Park Maint & Repairs hirer than expected
CONSERVATION & DEVELOPMENT	64	0	519	(519)	
HISTORICAL	225	0	225	(225)	
DEBT SERVICE	0	0	0	0	
PENSION FUND CONTRIBUTION	18,510	64,684	63,882	802	
INSURANCE PREMIUMS	146,592	255,523	173,291	82,232	
EMPLOYEE BENEFITS	70,679	79,824	58,587	21,237	
INTERFUND TRANSFERS	0	0	0	0	
TOTAL EXPENSES	2,826,152	3,111,733	2,853,361	258,373	
NET RESULTS FROM OPERATIONS	189,879	(956,173)	110,899	1,067,073	

**MONTH END FUND BALANCE REPORT
ALL FUNDS MARCH 2026**

* NOTE: GENERAL FUND INCLUDES PASS-THROUGH ACCOUNTS

	01 GENERAL FUND*	02 LIQUID FUELS STATE FUND	03 CAP RESV FUND	04 TRANSPORT. FUND	05 SEWER OP. FUND	06 REFUSE FUND	09 SEWER CAP RESV FUND	10 OPERATING RESERVE	12 INFRASTRUCTURE SUSTAIN	TOWNSHIP FUNDS	07 MUNICIPAL AUTHORITY	08 BOND FUND
1/1/26 BEGINNING BALANCE	\$6,475,925	\$1,256	\$5,200,297	\$536,864	\$1,848,825	\$283,094	\$2,244,705	\$1,806,163	\$1,445,201	\$19,842,330	\$28,367	\$601,476
RECEIPTS												
310 TAXES	2,424,885	0	0	0	0	0	0	0	0	2,424,885	0	0
320 LICENSES & PERMITS	91,789	0	0	0	0	0	0	0	0	91,789	0	0
330 FINES & FORFEITS	7,395	0	0	0	0	0	0	0	0	7,395	0	0
340 INTERESTS & RENTS	58,664	1,614	259,766	5,019	15,102	1,875	18,464	16,886	6,331	383,721	38	5,326
350 INTERGOVERNMENTAL	4,813	520,015	0	0	0	0	0	0	2,970	527,797	0	0
360 CHARGES FOR SERVICES	301,414	0	0	0	1,356,454	343,290	0	0	0	2,001,158	13,750	0
380 MISCELLANEOUS REVENUES	757,190	0	0	0	0	0	0	0	0	757,190	0	0
390 OTHER FINANCING SOURCES	115,731	0	0	0	0	0	0	0	0	115,731	67,657	0
TOTAL RECEIPTS	\$3,761,880	\$521,628	\$259,766	\$5,019	\$1,371,557	\$345,166	\$18,464	\$16,886	\$9,301	\$6,309,667	\$81,445	\$5,326
EXPENDITURES												
400 GENERAL GOVERNMENT	435,581	0	55,077	0	0	0	0	0	0	490,658	0	0
410 PUBLIC SAFETY	2,020,706	0	0	0	0	0	0	0	0	2,020,706	0	0
420 HEALTH & WELFARE	0	0	0	0	247,571	0	0	0	0	247,571	47,881	0
426 SANITATION & REFUSE	28,021	0	0	0	145,982	388,547	0	0	0	562,550	19,776	0
430 HIGHWAYS, ROADS & STREETS	688,846	0	440,707	0	0	0	0	0	0	1,129,553	0	0
450 CULTURE-RECREATION	116,251	0	520	0	0	0	0	0	0	119,608	0	12,480
460 CONSERVATION & DEVELOPMENT	744	0	0	0	0	0	0	0	0	744	0	0
470 DEBT SERVICE	0	0	0	0	46,102	0	0	0	0	46,102	0	0
480 MISCELLANEOUS EXPENDITURES	352,083	0	0	0	0	0	0	0	0	352,083	0	0
490 OTHER FINANCING USES	0	0	345	0	47,881	0	19,776	0	0	68,002	0	0
TOTAL EXPENDITURES	\$3,642,230	\$0	\$496,649	\$0	\$487,535	\$388,547	\$19,776	\$0	\$2,838	\$5,037,576	\$67,657	\$12,480
SURPLUS/(DEFICIT)	\$119,650	\$521,628	(\$236,883)	\$5,019	\$884,021	(\$43,382)	(\$1,312)	\$16,886	\$6,463	\$1,272,091	\$13,788	(\$7,154)
3/31/26 ENDING BALANCE	\$6,583,041	\$522,885	\$4,963,414	\$541,883	\$2,732,846	\$239,712	\$2,243,393	\$1,823,049	\$1,451,664	\$21,101,887	\$42,156	\$594,322
CLEARING ACCOUNT ADJUSTMENTS	(\$122,404)									(\$122,404)		
ADJUSTED CASH BALANCE	\$6,460,637	\$522,885	\$4,963,414	\$541,883	\$2,732,846	\$239,712	\$2,243,393	\$1,823,049	\$1,451,664	\$20,992,017	\$42,156	\$594,322

1 EAST GOSHEN TOWNSHIP
2 BOARD OF SUPERVISORS
3 RE-ORGANIZATION & FORMAL MEETING
4 FEBRUARY 3, 2026
5 DRAFT MINUTES
6

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

9 **Present:** Chairman Cody Bright, Barbara Emery, Peter Hicks, Anne Duffield, Larry Massaro
10 Township Manager Derek Davis.
11

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

13 Cody called the meeting to order at 7:00 p.m. and Cody led the Pledge of Allegiance.
14

15 Larry led the moment of silence for the first responders.
16

17 Cody stated the meeting is being recorded via Zoom and will be available on the Township
18 website.
19

20 **Chairman's Report**

21 Cody announced that the board met in executive session to discuss legal and personnel matters.
22

23 **Public Comment:** None
24

25 **Police/ EMS Reports:**

26 WEGO – None
27

28 Derek stated the Goshen Fire Company, Malvern Fire Company and Good Fellowship reports
29 are in the packet.
30

31 **Public Hearings:** None
32

33 **Financial Report:**

34 Kelly presented the financial report as of December 31, 2025.
35

36 **Minutes:**

37 Larry made a motion to approve December 2, 2025, December 16, 2025, & January 5, 2026
38 minutes.
39

40 Barbara seconded.
41

42 Motion carried 5-0.
43

44 **Treasurer's Report:**

45 Kelly presented the December 11, 2025 to January 15, 2026 treasurer's report.
46

47 Barbara made a motion to accept the receipts and approve the expenditures as presented in the
48 Expenditure Register and as summarized in the Treasurer's Report.
49

1 Anne seconded.

2

3 Motion carried 5-0.

4

5 Russ Frank asked about the new snow equipment.

6

7 **Old Business:**

8 **Possible passage of Resolution 2026-04, Intergovernmental Agreement 1338 Morstein**
9 **Road/Schiffer Tract Residential Subdivision.**

10 Anne made a motion to adopt Resolution Number 2026-04 to authorize entering the
11 intermunicipal Services Agreement with West Whiteland Township to provide services to the
12 three new lots located within East Goshen Township.

13

14 Larry seconded.

15

16 Motion carried 5-0.

17

18 **Discussion and possible authorization to advertisement ordinance for special sewer district,**
19 **1338 Morstein Road/Schiffer Tract Residential Subdivision.**

20 Larry made a motion to authorize the Township Manager and Township Solicitor to advertise
21 proposed Ordinance No. 129-A-2026 to establish a special sewer district known as the Zernatt
22 Station Road Subdivision Sewer District.

23

24 Barbara seconded.

25

26 Motion carried 5-0.

27

28 **Parks and Recreation Red, White, and Blue Sports initiative.**

29 Jason gave a review of the program.

30

31 Anne recommended the Parks and Recreation Department implement the Red, White and Blue
32 Sports program in the 2026 calendar year.

33

34 Larry seconded.

35

36 Motion carried 5-0.

37

38 **New Business:**

39 **Bid results for 2026 Milling Machine Contract**

40 Derek provided an explanation of the bid results.

41

42 Anne asked what a Milling Machine does.

43

44 Derek answered.

45

46 Anne made a motion to accept the bid from Groff Tractor Mid Atlantic.

47

48 Larry seconded.

49

1 Motion carried 5-0.

2
3 **Pipeline Task Force Letter to PennDOT**

4 Derek gave an overview of the letter.

5
6 Jerry from the Pipeline Task Force provided more information on why it is important.

7
8 Barbara made a motion to authorize the Township Manager to send the proposed letter to
9 PennDOT, copying our two State Representatives, State Senator, and Chester County
10 government while also working with Williams Companies in order to push for the
11 forementioned safety solutions to their Paoli Pike Valve Station.

12
13 Larry seconded.

14
15 Motion carried 5-0.

16
17 **ESAC Composting Survey**

18 Mary from ESAC explained the purpose of the survey.

19
20 Larry asked what other communities are offering composting programs.

21
22 Mary answered.

23
24 The board unanimously agreed to add what type of dwelling the survey taker lives at.

25
26 Anne made a motion to authorize the Township Manager and the Environmental &
27 Sustainability Advisory Council to distribute the proposed Composting Survey to East Goshen
28 residents.

29
30 Peter seconded.

31
32 Motion carried 5-0.

33
34 **Standing Issues/Projects:**

35 Derek provided an update with the Newsletter and a new online option. He also discussed the
36 Comprehensive Plan and getting the county to speak with the board at an upcoming meeting.

37
38 **Any Other Matter:** None

39
40 **Public Comment:**

41 Russ Frank asked about the Comprehensive Plan and the Trail to nowhere.

42
43 **Liaison Reports:**

44 Anne provided an update from the Parks and Recreation Commission, Pipeline and Conservancy
45 meetings.

46
47 Larry provided an update from the ESAC meeting and that Planning Commission is looking into
48 an ordinance for Data Centers.

1 Barbara updated everyone with the America250 event.

2

3 Cody provided an update from the Police Commission.

4

5 **Correspondence, Reports of Interest:** None

6

7 **Adjournment:**

8 There being no further business, Larry motioned to adjourn the meeting at 8:16.

9

10 Peter seconded.

11

12 Motion carried 5-0.

13

14 Respectfully submitted,

15

16 Jessica Wilhelmy

17

18

19

1 EAST GOSHEN TOWNSHIP
2 BOARD OF SUPERVISORS
3 RE-ORGANIZATION & FORMAL MEETING
4 FEBRUARY 17, 2026
5 DRAFT MINUTES
6

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

9 **Present:** Chairman Cody Bright, Barbara Emery, Peter Hicks, Anne Duffield, Larry Massaro
10 Township Manager Derek Davis.
11

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

13 Cody called the meeting to order at 7:00 p.m. and Cody led the Pledge of Allegiance.
14

15 Peter led the moment of silence for the first responders.
16

17 Cody stated the meeting is being recorded via Zoom and will be available on the Township
18 website.
19

20 **Chairman's Report:** None
21

22 **Public Comment:** None
23

24 **Police/ EMS Reports:**

25 WEGO – Chief David Leahy presented January 2026 activities in East Goshen Township.
26

27 Goshen Fire Company – Grant Everhart presented January 2026 activities in East Goshen
28 Township.
29

30 Derek stated there is no representative from Malvern Fire Company and Good Fellowship both
31 reports are in the packet.
32

33 **Public Hearings:** None
34

35 **Financial Report:**

36 Kelly presented the financial report as of January 31, 2026.
37

38 **Minutes:** None
39

40 **Treasurer's Report:**

41 Kelly presented January 15, 2026, to February 12, 2026 treasurer's report.
42

43 Anne made a motion to accept the receipts and approve the expenditures as presented in the
44 Expenditure Register and as summarized in the Treasurer's Report.
45

46 Peter seconded.
47

48 Motion carried 4-0.
49

50 **Old Business:**

1 **Discussion and possible passage of Ordinance 129-A-2026, an ordinance establishing the**
2 **Zermatt Station Road Special Sewer District,1338 Morstein Road/Schiffer Tract**
3 **Residential Subdivision.**

4 Derek provided an overview of the ordinance.

5

6 Larry asked about the rate difference.

7

8 Derek answered.

9

10 Peter made a motion to adopt Ordinance 129-A-2026, to establish the Zermatt Station Road
11 Special Sewer District.

12

13 Anne seconded.

14

15 Motion carried 5-0.

16

17 **New Business:**

18 **Presentation by Linda Rooney owner of DandeLions Digital on communications services.**

19 Derek provided an overview of DandeLions Digital.

20

21 Linda Rooney went over a presentation of the communication services.

22

23 Anne asked how we reach all demographics?

24

25 Barbara asked how will she build the email database?

26

27 Larry asked how many clients and staff does DandeLions have?

28

29 Linda answered.

30

31 The board agreed to get more information about the service to discuss at a future meeting.

32

33 **General discussion regarding potential Comprehensive Plan processes.**

34 Derek went over the Comprehensive Plan process.

35

36 **Discussion and possible appointment of *Malvern Library Board* member to represent East**
37 **Goshen Township.**

38 Derek provided an overview of the possible appointment.

39

40 Larry made a motion to appoint Jamie Edmonds to the Malvern Library Board as East Goshen
41 Townships Representative.

42

43 Anne seconded.

44

45 Motion carried 5-0.

46

47

48 **Standing Issues/Projects:**

49 Derek went over the schedule for the next few meetings.

1 **Any Other Matter:** None

2

3 **Public Comment:**

4 Russ Frank, resident, asked to about the Comprehensive Plan.

5

6 Derek answered.

7

8 **Liaison Reports:**

9 Anne stated Conservancy will be adding and changing goals as the comprehensive plan
10 proceeds.

11

12 Barbara announced upcoming America250 events.

13

14 **Correspondence, Reports of Interest:** None

15

16 **Adjournment:**

17 There being no further business, Larry motioned to adjourn the meeting at 8:26.

18

19 Peter seconded.

20

21 Motion carried 5-0.

22

23 Respectfully submitted,

24

25 Jessica Wilhelmy

1 EAST GOSHEN TOWNSHIP
2 BOARD OF SUPERVISORS
3 RE-ORGANIZATION & FORMAL MEETING
4 MARCH 17, 2026
5 DRAFT MINUTES
6

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

9 **Present:** Chairman Cody Bright, Barbara Emery, Peter Hicks, Anne Duffield, Larry Massaro
10 Township Manager Derek Davis.
11

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

13 Cody called the meeting to order at 7:00 p.m. and Cody led the Pledge of Allegiance.
14

15 Larry led the moment of silence for the first responders.
16

17 Cody stated the meeting is being recorded via Zoom and will be available on the Township
18 website.
19

20 **Chairman's Report**

21 Cody announced that the board met in executive session to discuss legal matters. He also
22 announced the East Goshen Egg Hunt will be Saturday, March 28th at 10:00 AM at East Goshen
23 Park and *Keep East Goshen Beautiful Day* will be held on Saturday, April 25th at 8:00 AM with a
24 rain date of Sunday, April 26th. Arbor Day event will be held immediately after this event.
25

26 **Public Comment:** None
27

28 **Police/ EMS Reports:**

29 WEGO – Chief David Leahy presented February 2026 activities in East Goshen Township.
30

31 Goshen Fire Company – Grant Everhart presented February 2026 activities in East Goshen
32 Township.
33

34 Derek stated there is no representative from Malvern Fire Company and Good Fellowship both
35 reports are in the packet.
36

37 **Public Hearings:** None
38

39 **Financial Report:**

40 Kelly presented the financial report as of February 28, 2026.
41

42 **Minutes:** None
43

44 **Treasurer's Report:**

45 Kelly presented February 12, 2026 to March 12, 2026 treasurer's report.
46

47 Anne made a motion to accept the receipts and approve the expenditures as presented in the
48 Expenditure Register and as summarized in the Treasurer's Report.
49

1 Larry seconded.
2
3 Motion carried 4-0.
4
5 **Old Business:** None
6
7 **New Business:**
8 **Discussion and approval of Tree bid.**
9 Larry made a motion to accept the bid from Harlan Tree Services LLC for the Tree Pruning and
10 Tree Removal Contact.
11
12 Barbara seconded.
13
14 Motion carried 5-0.
15
16 **Presentation & discussion with Chester County on potential Comprehensive Plan process.**
17 Bambi Rivera, Chester County Planning Commission Community Planning Director gave a
18 presentation on the Comprehensive Plan process.
19
20 Terri Merion, resident, asked how many comprehensive plans they have worked on in the past 5
21 years.
22
23 Bambi answered.
24
25 Russ Frank, resident, asked if the township could do their own, how long it takes, who is
26 responsible for overseeing it and how do residents get involved.
27
28 Derek answered.
29
30 **Discussion and possible passage of Resolution 2026-05, Westtown-East Goshen (WEGO)**
31 **Regional Police Department consolidated contract.**
32 Derek provided an update on Resolution 2026-05.
33
34 Barbara made a motion to pass Resolution 2026-05, authorizing the East Goshen Police
35 Commissioner to execute the consolidated contract on behalf of East Goshen and the Police
36 Commission.
37
38 Larry seconded.
39
40 Motion carried 5-0.
41
42 **Arbor Day Proclamation.**
43 Anne read the Arbor Day Proclamation.
44
45 Larry made a motion to approve the 2026 Arbor Day proclamation.
46
47 Barbara seconded.
48
49 Motion carried 5-0.

1 **Resolution 2026-06 to authorize new pension plan authorized signer.**

2 Derek explained why they are adding Kely Brophy.

3
4 Larry made a motion to pass Resolution 2026-06, updating our pension plan authorized signers
5 with Derek Davis and Kelly Brophy as outlined in the resolution.

6
7 Anne seconded.

8
9 Motion carried 5-0.

10
11 **Chester County Art Walk – Additon of Beer/Wine Vendor.**

12 Jason gave an overview of the Chester County Art Walk and the request of the Beer and Wine
13 vendor.

14
15 Barbara made a motion to allow beer and or wine sales and consumption at the 2026 Chester
16 County Art Walk on September 19, 2026.

17
18 Peter seconded.

19
20 Motion carried 5-0.

21
22 **Blacksmith Shop Heritage Site – project update**

23 Derek provided an update on the project. He suggested waiting until 2027 when they have more
24 information about the kiosk.

25
26 The board agreed.

27
28 **Discussion and possible authorization of funds for joint WC250 event with West Chester**
29 **Area Council of Governments (WCACoG) municipalities.**

30 Derek explained the joint WC250 event with WCACoG and the finical aspect.

31
32 Anne made a motion to support the West Chester Are Council of Governments with \$3,000 to
33 support its community-wide WC250 event.

34
35 Larry seconded.

36
37 Motion carried 5-0.

38
39 **Any Other Matter:**

40 Derek went over the schedule for the next few meetings. The next meeting will be Thursday,
41 April 16.

42
43 Peter asked about DandeLions Digital.

44
45 Derek will provide more information next meeting.

46
47 **Public Comment:**

48 Julieta Cannon suggested to bring back the Historic Commission.

1 The board agreed to look into it.

2

3 **Liaison Reports:**

4 Anne stated Pipeline is still working on the improvements on the valve station on Paoli Pike.

5

6 Barbara announced Kraft Bus donation for the America250 event.

7

8 **Correspondence, Reports of Interest:** None

9

10 **Adjournment:**

11 There being no further business, Barbara motioned to adjourn the meeting at 8:15.

12

13 Larry seconded.

14

15 Motion carried 5-0.

16

17 Respectfully submitted,

18

19 Jessica Wilhelmy

**EAST GOSHEN TOWNSHIP
MEMORANDUM**

TO: BOARD OF SUPERVISORS
FROM: DANA GIEDER
SUBJECT: PROPOSED PAYMENTS OF BILLS
DATE: APRIL 9, 2026

Attached please find the Treasurer's Report for the weeks of March 12, 2026- April 9, 2026.

Real Estate tax collections, EIT & LST collections, transfer tax revenue, rent, interest income, permits, alarm fees, quarterly recharges, P&R registrations, and pavilion rentals drove General Fund revenue during this period.

General Fund expenses include vehicle maintenance/repairs, highway materials, building maintenance/repairs, legal and engineering costs, P&R programs/cvents/maintenance, insurance payments, treasurer's bond payment, progress billing for auditing expense, and routine operational expenses.

The Capital Reserve fund included (2) deposits of \$ 121,750.00 for the sale of a Peterbilt 348 dump truck and a Ford F350 truck.

Expenditures from the Infrastructure Sustainability Fund are for water sampling costs.

Recommended motion: Mr. Chairman, I move that we accept the receipts and approve the expenditures as presented in the Expenditure Register and as summarized in the Treasurer's Report.

TREASURER'S REPORT
 RECEIPTS AND BILLS

March 12, 2026- April 9, 2026

GENERAL FUND	
Real Estate Tax	\$482,219.19
Earned Income Tax	\$149,500.00
Local Service Tax	\$700.00
Transfer Tax	\$100,474.53
General Fund Interest Earned	\$9,497.07
Total Other Revenue	\$935,264.85
Year End Transfer 2026	\$0.00
Total General Fund Receipts:	\$1,677,655.64

Accounts Payable	\$673,863.95
Electronic Pmts:	
Debt Service	\$0.00
Payroll	\$398,775.59
Total Expenditures:	\$1,072,639.54

STATE LIQUID FUELS FUND	
Receipts	\$0.00
Interest Earned	\$1,606.04
Total State Liquid Fuels Receipts:	\$1,606.04

Accounts Payable	\$0.00
Total Expenditures:	\$0.00

CAPITAL RESERVE FUND	
Receipts	\$121,750.00
Interest Earned	\$10,203.55
Year End Transfer 2026	\$0.00
Total Capital Reserve Fund Receipts:	\$131,953.55

Accounts Payable	\$1,476.99
Total Expenditures:	\$1,476.99

TRANSPORTATION FUND	
Receipts	\$0.00
Interest Earned	\$1,719.80
Total Transportation Fund Receipts:	\$1,719.80

Accounts Payable	\$0.00
Total Expenditures:	\$0.00

SEWER OPERATING FUND	
Receipts	\$58,611.01
Interest Earned	\$6,312.58
Year End Transfer 2026	\$0.00
Total Sewer Operating Fund Receipts:	\$64,923.59

Accounts Payable	\$337,029.93
Electronic Pmts:	
Debt Service	\$15,367.37
Total Expenditures:	\$352,397.30

REFUSE FUND	
Receipts	\$20,789.21
Interest Earned	\$713.87
Total Refuse Fund Receipts:	\$21,503.08

Accounts Payable	\$142,266.88
Total Expenditures:	\$142,266.88

BOND FUND	
Receipts	\$0.00
Interest Earned	\$1,803.60
Total Bond Fund Receipts:	\$1,803.60

Accounts Payable	\$0.00
Total Expenditures:	\$0.00

SEWER CAPITAL RESERVE FUND	
Receipts	\$0.00
Interest Earned	\$6,326.37
Year End Transfer 2026	\$0.00
Total Sewer Capital Reserve Fund Receipts:	\$6,326.37

Accounts Payable	\$0.00
Total Expenditures:	\$0.00

OPERATING RESERVE FUND	
Receipts	\$0.00
Interest Earned	\$5,786.14
Total Operating Reserve Fund Receipts:	\$5,786.14

Accounts Payable	\$0.00
Total Expenditures:	\$0.00

INFRASTRUCTURE SUSTAINABILITY FUND	
Receipts	\$0.00
Interest Earned	\$2,169.57
Total Infrastructure Sustainability Fund Receipts:	\$2,169.57

Accounts Payable	\$399.17
Total Expenditures:	\$399.17

ARPA - COVID RELIEF FUND	
Receipts	\$0.00
Interest Earned	\$0.00
Total ARPA - COVID Relief Fund Receipts:	\$0.00

Accounts Payable	\$0.00
Total Expenditures:	\$0.00

East Goshen Township
Purchase Order Listing By Expenditure Account

04/08/2026

12:17 PM

Ranges	Item Status	Purchase Types	Misc
Range: 501400000 to 619999999 Rcvd Batch Id Range: First to Last Paid Date Range: 03/12/26 to 04/09/26	Open: N Void: N Paid: Y Held: N Aprv: N Rcvd: N	Bid: Y State: Y Other: Y Exempt: Y	P.O. Type: All Format: Detail without Line Item Notes Include Non-Budgeted: Y Prior Year Only: N * Means Prior Year Line: Vendors: All DEPT Page Break: No Subtotal DEPT: No

Expenditure Account	Description	P.O. Id	Item	Vendor Id	Vendor Name	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	PO Type
01-401-2100	MATERIALS & SUPPLIES												
26-00683		1		WBMAS005	W.B.MASON CO.,INC.	PLASTIC FORKS	\$32.49	P 28195	03/23/26	03/23/26	03/23/26	260632124	
26-00720		1		ODPBU005	ODP BUSINESS SOLUTIONS LLC	LEGAL FILE FOLDERS, FOLDER LAB	\$107.20	P 28220	03/30/26	03/30/26	03/31/26	459210266001	
26-00792		1		ODPBU005	ODP BUSINESS SOLUTIONS LLC	HP 218X INK- BLK, YELL, CYAN,M	\$498.52	P 28233	04/07/26	04/07/26	04/07/26	462861583001	
							\$638.21						
01-401-3000	GENERAL EXPENSE												
26-00606		7		LOWES005	LOWES BUSINESS ACCOUNT/GECF	VAROUS PURCHASES- SEE NOTES	\$942.48	P 623	03/13/26	03/13/26	03/13/26	021726	
26-00791		1		21STC005	21ST CENT.MEDIA NEWS #884433	NOTICE- EGT SEALED BIDS	\$334.95	P 28230	04/07/26	04/07/26	04/07/26		
							\$1,277.43						
01-401-3040	SUSTAINABILITY COMMITTEE EXPENSES												
26-00758		1		BACKE005	BACK TO EARTH COMPOST CREW LLC	COMPOST WORKSHOP- 040826	\$150.00	P 28201	03/31/26	03/31/26	03/31/26		
01-401-3210	COMMUNICATION EXPENSE												
26-00617		1		TWPFI005	VERIZON - TWP.FIOS 0001-74	2/28/26- 3/27/26 TWP FIOS 1	\$109.99	P 630	03/13/26	03/13/26	03/13/26	022726	
26-00627		1		FIRST015	FIRSTNET - #287290606505	FEBRUARY 2026	\$987.99	P 28163	03/16/26	03/16/26	03/17/26	03082026	
26-00713		1		NETCA025	NETCARRIER TELECOM INC. 67846	3/1/2026- 3/31/2026	\$510.32	P 28219	03/30/26	03/30/26	03/31/26	IN3004	
26-00762		1		COMCA005	COMCAST 8499-10-109-0028306	0028306 APRIL 2026	\$303.34	P 634	04/07/26	04/07/26	04/07/26	032226	
26-00763		1		COMCA010	COMCAST 8499-10-109-0107472	0107472 3/17-4/16/26 PW TV	\$31.58	P 635	04/07/26	04/07/26	04/07/26	031026	
26-00769		1		VERIZ040	VERIZON - 542413545-00001	2/22-3/21/26 MULT.TWP CELL PHO	\$436.06	P 639	04/07/26	04/07/26	04/07/26	6139139457	
26-00772		1		VERIZ045	VERIZON 357-044-996-0001-93	3/21-4/20/26 FIOS TWP BLDG #2	\$179.00	P 640	04/07/26	04/07/26	04/07/26	032026	
							\$2,558.28						
01-401-3400	ADVERTISING - PRINTING												
26-00639		1		21STC005	21ST CENT.MEDIA NEWS #884433	NOTICE- ENVIRONMENTAL & SUSTAI	\$60.31	P 28158	03/16/26	03/16/26	03/17/26		

East Goshen Township
Purchase Order Listing By Expenditure Account

Expenditure Account		Description											
P.O. Id	Item	Vendor Id	Vendor Name	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	PO Type		
01-409-3600			TWP. BLDG. - FUEL, LIGHT, WATER	<i>Account Continued</i>									
26-00602	1	PECO0045	PECO - 5540052222	5540052222 2/2/26- 3/3/26 BOOT	\$84.58	P 627	03/13/26	03/13/26	03/13/26	030426			
26-00687	1	AQUAP010	AQUA PA 01	309828 0309828 2/13- 3/16 TB	\$188.91	P 28178	03/23/26	03/23/26	03/23/26	031826 TB			
26-00688	1	AQUAP010	AQUA PA 01	309820 0309820 2/13-3/16 FR	\$263.89	P 28178	03/23/26	03/23/26	03/23/26	031826 FR			
26-00703	1	PECO0010	PECO - 0496830100	0496830100 1/29-2/27/26 SUMMAR	\$340.18	P 633	03/30/26	03/30/26	03/30/26	031326			
26-00703	2	PECO0010	PECO - 0496830100	0496830100 1/29-2/27/26 SUMMAR	\$6,405.02	P 633	03/30/26	03/30/26	03/30/26	031326			
26-00703	3	PECO0010	PECO - 0496830100	0496830100 1/29-2/27/26 SUMMAR	\$565.96	P 633	03/30/26	03/30/26	03/30/26	031326			
26-00703	4	PECO0010	PECO - 0496830100	0496830100 1/29-2/27/26 SUMMAR	\$455.87	P 633	03/30/26	03/30/26	03/30/26	031326			
26-00710	1	AQUAP010	AQUA PA 01	309801 0309801 2/19-3/19 BS	\$620.44	P 28198	03/30/26	03/30/26	03/31/26	032326 BS			
					\$8,924.85								
01-409-3605			PW BLDG - FUEL,LIGHT,SEWER & WATER										
26-00686	1	AQUAP010	AQUA PA 01	496917 0309798 2/13- 3/16 PW	\$487.17	P 28178	03/23/26	03/23/26	03/23/26	031826 PW			
26-00696	1	VERIZ010	VERIZON - 0527	3/15- 4/14/26 1570 PAOLI PK PW	\$279.09	P 633	03/26/26	03/26/26	03/26/26	031426			
26-00704	2	PECO0015	PECO - 8512154000	8512154000 2/23/26- 3/24/26	\$1,205.18	P 634	03/30/26	03/30/26	03/30/26	032626			
					\$1,971.44								
01-409-3740			TWP. BLDG. - MAINT & REPAIRS										
26-00606	2	LOWES005	LOWES BUSINESS ACCOUNT/GECF	VAROUS PURCHASES- SEE NOTES	99.61-	P 623	03/13/26	03/13/26	03/13/26	021726			
26-00606	3	LOWES005	LOWES BUSINESS ACCOUNT/GECF	VAROUS PURCHASES- SEE NOTES	\$3.78	P 623	03/13/26	03/13/26	03/13/26	021726			
26-00606	5	LOWES005	LOWES BUSINESS ACCOUNT/GECF	VAROUS PURCHASES- SEE NOTES	\$31.33	P 623	03/13/26	03/13/26	03/13/26	021726			
26-00606	9	LOWES005	LOWES BUSINESS ACCOUNT/GECF	VAROUS PURCHASES- SEE NOTES	\$8.72	P 623	03/13/26	03/13/26	03/13/26	021726			
26-00619	1	VAZQU005	VAZQUEZ, JUAN MARTINEZ	REMOVE WALL PAPER, PRIME, SPAC	\$1,050.00	P 28176	03/16/26	03/16/26	03/17/26	030826			
26-00633	1	RICCI010	RICCIARDI BROTHERS OLD CITY PA	ULTRA SPEC 500 EGGHELL WHITE	\$180.99	P 28174	03/16/26	03/16/26	03/17/26	21861			
26-00642	1	HORNPO05	HORN PLUMBING & HEATING INC	2ND FLOOR KITCHEN SINK CLOGGED	\$187.50	P 28167	03/17/26	03/17/26	03/17/26	1474365			
26-00665	1	HORNPO05	HORN PLUMBING & HEATING INC	COMM BACK FLOW TEST-BLACKSMITH	\$290.00	P 28185	03/23/26	03/23/26	03/23/26	1474524			
26-00666	1	RICCI010	RICCIARDI BROTHERS OLD CITY PA	PAINT FOR MEETING RM PODIUM	\$73.77	P 28191	03/23/26	03/23/26	03/23/26	21934			
26-00680	1	LECLE005	LEC - LENNI ELECTRIC CORPORATI	WOOD SHOP- DUST VAC MACHINE	\$876.87	P 28186	03/23/26	03/23/26	03/23/26	260247			
26-00681	1	LECLE005	LEC - LENNI ELECTRIC CORPORATI	ADMIN- REPALCED RECEPTACLES	\$3,760.00	P 28186	03/23/26	03/23/26	03/23/26	260246			
26-00705	1	LOWES005	LOWES BUSINESS ACCOUNT/GECF	VARIOUS PURCHASES- SEE NOTES	8.72-	P 632	03/30/26	03/30/26	03/30/26	031726			
26-00705	2	LOWES005	LOWES BUSINESS ACCOUNT/GECF	VARIOUS PURCHASES- SEE NOTES	\$31.79	P 632	03/30/26	03/30/26	03/30/26	031726			
26-00724	1	LECLE005	LEC - LENNI ELECTRIC CORPORATI	PUBLIC WK- DATA LINE FOR NEW O	\$793.67	P 28214	03/30/26	03/30/26	03/31/26	260319			
26-00759	1	ATISE005	ATIS ELEVATOR INSPECTIONS, INC	ANNUAL INSP &WITNESS 3 YR TEST	\$480.00	P 28199	03/31/26	03/31/26	03/31/26	IN463375			
26-00774	1	HOMED005	HOME DEPOT CREDIT SERVICES	SHOP-PLYWOOD, BISCUITS, MEETIN	\$60.48	P 638	04/07/26	04/07/26	04/07/26	031326			
26-00788	1	SPECI010	SPECIALIZED ELEVATOR CORP	ELEVATOR MAINTENANCE APR 2026	\$72.14	P 28235	04/07/26	04/07/26	04/07/26	467895			
					\$7,792.71								

East Goshen Township
Purchase Order Listing By Expenditure Account

Expenditure Account		Description											
P.O. Id	Item	Vendor Id	Vendor Name	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	PO Type		
01-409-3745		PW BUILDING - MAINT REPAIRS											
26-00705	3	LOWES005	LOWES BUSINESS ACCOUNT/GECF	VARIOUS PURCHASES- SEE NOTES	\$236.85	P 632	03/30/26	03/30/26	03/30/26	031726			
26-00717	1	MAINL010	MAIN LINE CONCRETE	15 YD CONCRETE 4000 PSI & DELI	\$3,097.50	P 28232	03/30/26	03/30/26	04/07/26	563609			
26-00718	1	MAINL010	MAIN LINE CONCRETE	2 YD CONCRETE 4000 PSI & DELIV	\$609.00	P 28232	03/30/26	03/30/26	04/07/26	563608			
					\$3,943.35								
01-409-3840		DISTRICT COURT EXPENSES											
26-00704	1	PECO0015	PECO - 8512154000	8512154000 2/23/26- 3/24/26	\$1,968.75	P 634	03/30/26	03/30/26	03/30/26	032626			
26-00768	1	VERIZ025	VERIZON-1420	3/16-4/15/26 DC ALARM SYSTEM	\$98.96	P 638	04/07/26	04/07/26	04/07/26				
					\$2,067.71								
01-410-5300		POLICE GEN.EXPENSE											
26-00672	1	WESTT010	WESTTOWN-EAST GOSHEN POLICE	APRIL 2026 CONTRIBUTION	\$403,203.36	P 28196	03/23/26	03/23/26	03/23/26				
01-411-3630		HYDRANT & WATER SERVICE											
26-00779	1	AQUAP025	AQUA PA - HY	310033 0310033 2/27-3/31 186	\$6,015.53	P 28231	04/07/26	04/07/26	04/07/26	040126 279			
26-00780	1	AQUAP025	AQUA PA - HY	348603 348603 12/31-3/31/26 HM	\$3,299.13	P 28231	04/07/26	04/07/26	04/07/26	040126 HM			
26-00781	1	AQUAP025	AQUA PA - HY	310033 0706109 12/31-3/31 HY20	\$1,940.66	P 28231	04/07/26	04/07/26	04/07/26	040126 HY20			
26-00782	1	AQUAP025	AQUA PA - HY	309987 0309987 2/27- 3/31 HY6	\$194.07	P 28231	04/07/26	04/07/26	04/07/26	040126 HY6			
					\$11,449.39								
01-411-3631		HYDRANTS - RECHARGE EXPENSE											
26-00779	2	AQUAP025	AQUA PA - HY	310033 0310033 2/27-3/31 93	\$3,008.55	P 28231	04/07/26	04/07/26	04/07/26	040126 279			
01-413-3130		ENGINEERING SERVICES											
26-00660	1	ARROC005	ARRO CONSULTING INC.	PROF SERVICES THRU 030626	\$5,295.45	P 28179	03/23/26	03/23/26	03/23/26	0117676			
01-413-3840		RENTAL OF EQUIP. -CODES											
26-00640	2	ROTHW005	ROTHWELL DOCUMENT SOLUTIONS	LANIER/RICOH CONTRACT& BASE CH	\$120.07	P 28175	03/17/26	03/17/26	03/17/26	256240			

East Goshen Township
Purchase Order Listing By Expenditure Account

Expenditure Account		Description											
P.O. Id	Item	Vendor Id	Vendor Name	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	PO Type		
01-414-3141			LEGAL - ZONING HEARING BOARD										
26-00741	1	FREES005	UNRUH TURNER BURKE FREES	LEGAL SERV 2/25-2/26/26CAMPBEL	\$157.50	P 28204	03/31/26	03/31/26	03/31/26	233863			
01-430-2320			VEHICLE OPERATION - FUEL										
26-00608	1	WEXBA005	WEX BANK	FUEL PURCHASE 021026 K. MILLER	\$59.33	P 629	03/13/26	03/13/26	03/13/26	022826			
26-00612	1	RHOAD010	RHOADS ENERGY	206.1 GALS GASOLINE	\$516.59	P 629	03/13/26	03/13/26	03/13/26	24672410			
26-00613	1	RHOAD010	RHOADS ENERGY	714.9 GALS DIESEL	\$2,694.10	P 629	03/13/26	03/13/26	03/13/26				
26-00614	1	RHOAD010	RHOADS ENERGY	184.8 GALS GASOLINE	\$495.54	P 629	03/13/26	03/13/26	03/13/26	24715396			
26-00615	1	RHOAD010	RHOADS ENERGY	692.3 GALS DIESEL	\$2,685.09	P 629	03/13/26	03/13/26	03/13/26	24715444			
26-00695	1	RHOAD010	RHOADS ENERGY	597.70 GALS DIESEL	\$2,548.29	P 632	03/26/26	03/26/26	03/26/26	24753677			
26-00765	1	RHOAD010	RHOADS ENERGY	557.6 GALS DIESEL	\$2,522.30	P 636	04/07/26	04/07/26	04/07/26				
26-00766	1	RHOAD010	RHOADS ENERGY	217.5 GALS GASOLINE	\$676.75	P 636	04/07/26	04/07/26	04/07/26	24791361			
26-00770	1	RHOAD010	RHOADS ENERGY	128.3 GALS GASOLINE	\$424.87	P 637	04/07/26	04/07/26	04/07/26	24827485			
26-00771	1	RHOAD010	RHOADS ENERGY	452.5 GALS DIESEL	\$2,105.71	P 637	04/07/26	04/07/26	04/07/26	24827833			
					\$14,728.57								
01-430-2330			VEHICLE MAINT AND REPAIR										
26-00625	1	INTER005	INTERCON TRUCK EQUIPMENT	DURAMAG-8" SRW RECESSED BUMPER	\$868.80	P 28168	03/16/26	03/16/26	03/17/26	1119614-IN			
26-00631	1	MESSI005	MESSICK'S	EDGE, CUTTING, SKID/SHOE,BOLT	\$871.83	P 28172	03/16/26	03/16/26	03/17/26	MJI2813454			
26-00637	1	ASSOC005	ASSOCIATED TRUCK PARTS	CLEVIS, WELDED 3030T	\$192.50	P 28159	03/16/26	03/16/26	03/17/26	07P21417			
26-00638	1	COOPE010	COOPERSBURG KENWORTH	TENSIONER, BELT &BELT,V RIBBED	\$329.84	P 28160	03/16/26	03/16/26	03/17/26	06P13212			
26-00643	1	FOLEY005	FOLEY INC.	WEILER P385B REPAIR- PAVER	\$4,304.73	P 28164	03/17/26	03/17/26	03/17/26	SIN00310241			
26-00649	1	KENTA005	KENT AUTOMOTIVE	GRINDNG DISK, JOBBER DRILL BIT	\$714.00	P 28169	03/17/26	03/17/26	03/17/26	9313273748			
26-00664	1	COOPE010	COOPERSBURG KENWORTH	BELT-POLY 8 RIBS,TENSIONER,BEL	\$886.87	P 28181	03/23/26	03/23/26	03/23/26	06P13381			
26-00667	1	LITTL005	LITTLE INC., ROBERT E.	NARROW V-BELT	\$80.99	P 28187	03/23/26	03/23/26	03/23/26	03-1245570			
26-00668	1	FREDB005	FRED BEANS FORD LINCOLN OF WC	TRANSMISSION OIL FILTER & GASK	\$233.65	P 28183	03/23/26	03/23/26	03/23/26	153803W			
26-00669	1	BRIAN005	BRIAN HOSKINS FORD	TK # 3 DOOR GLASS	\$368.06	P 28180	03/23/26	03/23/26	03/23/26	173986			
26-00670	1	BRIAN005	BRIAN HOSKINS FORD	GLASS, SENSOR ASY, WHEEL ASY,V	\$479.07	P 28180	03/23/26	03/23/26	03/23/26	173944			
26-00671	1	BRIAN005	BRIAN HOSKINS FORD	TK # 3 MIRROR ASY	\$1,970.38	P 28180	03/23/26	03/23/26	03/23/26	173979			
26-00691	1	TONYS005	TONY'S EMERGENCY SERVICES	TK #4 REPLACE SIREN SPEAKER	\$560.00	P 28193	03/23/26	03/23/26	03/23/26	1498			
26-00726	1	GOLDE005	GOLDEN EQUIPMENT COMPANY, INC	SWEEPER BAH RED BROOM W/ HUB	\$711.90	P 28206	03/30/26	03/30/26	03/31/26	267280			
26-00729	1	HUNTE005	HUNTER KEYSTONE PETERBILT L.P.	STARTER-PACCAR	\$683.80	P 28209	03/30/26	03/30/26	03/31/26	Y201188709:01			
26-00729	2	HUNTE005	HUNTER KEYSTONE PETERBILT L.P.	CREDIT FOR DRYER-REMAN AS	218.75-	P 28209	03/30/26	03/30/26	03/31/26	Y201180051:01			
26-00731	1	ATLAN005	ATLANTIC TRACTOR	SWEEPER-DEF TANK HEADER ASSEMB	\$1,336.34	P 28200	03/30/26	03/31/26	03/31/26	P75479			

East Goshen Township
Purchase Order Listing By Expenditure Account

Expenditure Account		Description											
P.O. Id	Item	Vendor Id	Vendor Name	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	PO Type		
01-430-2330			VEHICLE MAINT AND REPAIR	Account Continued									
26-00744	1	LITTL005	LITTLE INC., ROBERT E.	JDC-FILTER ELEMENT	\$113.25	P 28215	03/31/26	03/31/26	03/31/26	03-1247326			
26-00747	1	KEENC005	KEEN COMPRESSED GAS COMPANY	CO2 25%/ ARGON CYLINDER	\$114.10	P 28211	03/31/26	03/31/26	03/31/26	31436627			
26-00748	1	EAGLE030	EAGLE POWER KUBOTA	ASM, SPINDLE HOU, ASM CUTTER H	\$729.98	P 28203	03/31/26	03/31/26	03/31/26	P37269			
26-00748	2	EAGLE030	EAGLE POWER KUBOTA	CREDIT FOR ASM CUTTER HSG	293.98-	P 28203	03/31/26	03/31/26	03/31/26	P37269			
26-00749	1	EAGLE030	EAGLE POWER KUBOTA	ASM CUTTER HSG	\$293.98	P 28203	03/31/26	03/31/26	03/31/26	P37267			
26-00755	1	BRIAN005	BRIAN HOSKINS FORD	SWITCH- WINDOW	\$84.00	P 28202	03/31/26	03/31/26	03/31/26	174080			
26-00756	1	KENTA005	KENT AUTOMOTIVE	20" SYMPHONY BEAM BLADE, CABLE	\$317.21	P 28212	03/31/26	03/31/26	03/31/26	9313333041			
26-00756	2	KENTA005	KENT AUTOMOTIVE	CREDIT FOR CRYOBOOST DRILL BIT	171.43-	P 28212	03/31/26	03/31/26	03/31/26	9600167708			
					\$15,561.12								
01-432-2460			SNOW - MATERIALS & SUPPLIES										
26-00606	1	LOWES005	LOWES BUSINESS ACCOUNT/GECF	VAROUS PURCHASES- SEE NOTES	\$124.38	P 623	03/13/26	03/13/26	03/13/26	021726			
01-432-2500			SNOW - MAINTENANCE & REPAIRS										
26-00623	1	CROWE005	CROWE, BRIAN	REIMBURSEMENT RE: DAMAGED MAIL	\$50.00	P 28161	03/16/26	03/16/26	03/17/26	030426			
26-00644	1	WINTE010	WINTER EQUIPMENT COMPANY INC.	#52 BLOCKBUSTER VICTORY 11'SHP	\$1,614.49	P 28177	03/17/26	03/17/26	03/17/26	IV68126			
26-00649	2	KENTA005	KENT AUTOMOTIVE	GRINDNG DISK, JOBBER DRILL BIT	\$714.00	P 28169	03/17/26	03/17/26	03/17/26	9313273748			
26-00649	3	KENTA005	KENT AUTOMOTIVE	REFUND FOR 100R16S 50' COIL	892.37-	P 28169	03/17/26	03/17/26	03/17/26	9313273748			
26-00705	4	LOWES005	LOWES BUSINESS ACCOUNT/GECF	VARIOUS PURCHASES- SEE NOTES	653.90-	P 632	03/30/26	03/30/26	03/30/26	031726			
26-00706	1	INTER005	INTERCON TRUCK EQUIPMENT	SS TRUCK HOOD LIGHT BRACKETS,B	\$1,438.69	P 28210	03/30/26	03/30/26	03/31/26	1119890-IN			
26-00753	1	TONYS005	TONY'S EMERGENCY SERVICES	LIGHT INSTALLED ON TRUCKS &DUM	\$4,835.00	P 28227	03/31/26	03/31/26	03/31/26	1504			
Tracking Id: LIQFUEL LIQUID FUEL PURCHASES					\$7,105.91								
01-432-3840			SNOW - EQUIPMENT RENTAL										
26-00620	1	GROFF010	GROFF TRACTOR & EQUIP-SELLERSV	SNOW LOADER FREIGHT PICKUP	\$695.00	P 28165	03/16/26	03/16/26	03/17/26	RSA069989-4			
01-433-2470			UTILITIES - TRAFFIC LIGHTS										
26-00607	2	PECO0020	PECO - 2823930100	2823930100 1/26/26- 2/24/26	\$801.10	P 624	03/13/26	03/13/26	03/13/26	030726			
01-433-2500			MAINT. REPAIRS.TRAFF.SIG.										
26-00648	1	HIGGI010	HIGGINS & SONS INC., CHARLES A	TRAFFIC LGT MAINT-PAOLI &RESER	\$176.80	P 28166	03/17/26	03/17/26	03/17/26	64446			
Tracking Id: LIQFUEL LIQUID FUEL PURCHASES													
26-00663	1	HIGGI010	HIGGINS & SONS INC., CHARLES A	TRAFFIC LGHT MANT- EAST STRASB	\$100.00	P 28184	03/23/26	03/23/26	03/23/26	64477			

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Expenditure Account		Description											
P.O. Id	Item	Vendor Id	Vendor Name	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	PO Type		
01-438-3840			EQUIPMENT RENTAL	<i>Account Continued</i>									
26-00692	1	FOLEY005	FOLEY INC.	CAT 315 SM HYDRAULIC RENTAL W/	\$4,825.00	P 28182	03/23/26	03/23/26	03/23/26	INV0758230			
			Tracking Id: LIQFUEL	LIQUID FUEL PURCHASES									
01-452-2025			SUMMER PROGRAM GENERAL EXPENSE										
26-00629	1	ONEST005	ONE STOP PARTY SHOP	(40) WHITE FOLDING CHAIRS-CAMP	\$90.00	P 28173	03/16/26	03/16/26	03/17/26	24163			
01-452-3203			CAMP OUT EVENT										
26-00630	1	ONEST005	ONE STOP PARTY SHOP	50% DEPOSIT-BOUNCE HOUSES &OBS	\$1,127.50	P 28173	03/16/26	03/16/26	03/17/26	24099			
01-452-3204			COMMUNITY DAY										
26-00626	1	LEWIS015	LEWIS, NOAH	NED HECTOR PRESENTATION-022526	\$800.00	P 28170	03/16/26	03/16/26	03/17/26	921			
26-00632	1	DONOG005	DONOGHUE II, NORMAN E. "NED"	PRISONERS OF CONGRESS GUEST SP	\$150.00	P 28162	03/16/26	03/16/26	03/17/26	030926			
26-00721	1	MAGNE010	MAGNER, FREDERICK J	GEORGE WASHINGTON-EMERGENXE OF	\$200.00	P 28216	03/30/26	03/30/26	03/31/26	032326			
					\$1,150.00								
01-452-3506			ART WALK										
26-00628	1	ONEST005	ONE STOP PARTY SHOP	50% DEPOSIT-100 FOLDING CHAIRS	\$160.00	P 28173	03/16/26	03/16/26	03/17/26	24162			
01-454-3000			GENERAL EXPENSE										
26-00651	1	COMCA090	COMCAST 8499-10-109-0168581	0168581 3/9- 4/8/26 PARK RR	\$274.94	P 631	03/18/26	03/18/26	03/18/26	030426			
26-00722	1	WBMA005	W.B.MASON CO.,INC.	TRASH CAN LINERS, TISSUES,CLEA	\$1,224.90	P 28228	03/30/26	03/30/26	03/31/26	260603159			
					\$1,499.84								
01-454-3600			UTILITIES										
26-00601	1	PECO0025	PECO - 0158016000	00158016000 1/28-2/26/26 POND	\$99.64	P 625	03/13/26	03/13/26	03/13/26	022726			
26-00604	1	PECO0035	PECO - 7652821222	7652821222 2/5-3/6/26 BOWTREE	\$74.49	P 626	03/13/26	03/13/26	03/13/26				
26-00611	1	COMCA100	COMCAST 8499 10 109 0170322	0170322 3/1-3/31 PARK CAMERA	\$124.90	P 628	03/13/26	03/13/26	03/13/26	022626			
26-00701	1	PECO4005	PECO - 6240684000	6240684000 2/18-3/19/26 CHAMBE	\$105.64	P 636	03/30/26	03/30/26	03/30/26	031926			
26-00702	1	PECO0030	PECO - 6957754000	6957754000 2/23- 3/24 RESTROOM	\$614.62	P 635	03/30/26	03/30/26	03/30/26	032526			
26-00703	5	PECO0010	PECO - 0496830100	0496830100 1/29-2/27/26 SUMMAR	\$485.07	P 633	03/30/26	03/30/26	03/30/26	031326			
					\$1,504.36								
01-454-3710			LANDSCAPING										
26-00674	1	ORNER005	ORNER, TRAVIS	TREE TRIMMING & REMOVAL-DIST C	\$7,025.00	P 28188	03/23/26	03/23/26	03/23/26	1878			
26-00750	1	WEAVE005	WEAVER MULCH LLC	18 CU YD BLACK DYED MULCH	\$535.50	P 28229	03/31/26	03/31/26	03/31/26	663066			

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P.O. Id	Item	Vendor Id	Vendor Name	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	PO Type		
01-454-3710			LANDSCAPING	<i>Account Continued</i>									
26-00751	1	WEAVE005	WEAVER MULCH LLC	LEAF COMPOST- BUTTERFLY	\$45.28	P 28229	03/31/26	03/31/26	03/31/26	663083			
					\$7,605.78								
01-454-3717			MARYDELL POND REHAB										
26-00605	1	PECO0050	PECO - 1896881222	1896881222 2/4- 3/5/26 MARYDEL	\$78.60	P 628	03/13/26	03/13/26	03/13/26	030626			
01-454-3740			PARK MAINTENANCE & REPAIR										
26-00641	1	HORNP005	HORN PLUMBING & HEATING INC	PARK TOILETS NOT FLUSHING &ALL	\$3,275.73	P 28167	03/17/26	03/17/26	03/17/26	1474540			
26-00662	1	RECRE005	RECREATION RESOURCE INC	BURKE ZIPLINE REPLACEMNT PARTS	\$773.00	P 28190	03/23/26	03/23/26	03/23/26	26-029			
26-00723	1	PEARS005	PEARSON, ALAN	PARK ENTRANCE CAMERAS REPLACED	\$1,320.00	P 28221	03/30/26	03/30/26	03/31/26	7523			
26-00725	1	LECLE005	LEC - LENNI ELECTRIC CORPORATI	EG PARK-REINSTALLED BOLTS & TI	\$188.00	P 28214	03/30/26	03/30/26	03/31/26	260320			
26-00745	1	RECRE005	RECREATION RESOURCE INC	BURKE ZIPLINE HARDWARE	\$78.00	P 28223	03/31/26	03/31/26	03/31/26	26-029-1			
					\$5,634.73								
01-461-3720			LANDSCAPING										
26-00715	1	SAUDE005	SAUDER'S NURSERY	ARBOR DAY- BLACK GUM,WILDFIRE	\$310.00	P 28225	03/30/26	03/30/26	03/31/26	40021			
01-483-5315			PENSION - DC NON-UNIFORM										
26-00658	1	CHARL010	CHARLES SCHWAB FBO 7232-2184	MARCH 2026 FBO 7232-2184	\$21,561.00	P 630	03/19/26	03/19/26	03/19/26	030126			
01-486-1560			HEALTH,ACCID. & LIFE										
26-00659	1	DELAW040	DELAWARE VALLEY HEALTH TRUST	MARCH 2026 PREMIUM & DENTAL	\$87,641.80	P 631	03/19/26	03/19/26	03/19/26	31237			
26-00775	1	STAND005	STANDARD INSURANCE CO., THE	MAY 2026 PREMIUM	\$5,800.94	P 28236	04/07/26	04/07/26	04/07/26	031626			
					\$93,442.74								
Fund Total:					\$665,644.57								
03-454-7400			CAPITAL REPLACEMENT - PARK & REC										
26-00714	1	BSNSP005	BSN SPORTS LLC	PARTS TO UPDATE VOLLEYBALL CT	\$519.99	P 1691	03/30/26	03/30/26	03/31/26	933490279			
					\$519.99								
Fund Total:					\$519.99								

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05-420-1402			C.C. COLLECTION - WAGES								
26-00699	1	EASTG010	EAST GOSHEN TOWNSHIP - GENERAL	QTR 1 2026 SEWER CHARGE BACK	\$5,103.03	P 651	03/27/26	03/27/26	03/27/26	032526- SEWER	
05-420-1405			ASHBRIDGE WAGES								
26-00699	3	EASTG010	EAST GOSHEN TOWNSHIP - GENERAL	QTR 1 2026 SEWER CHARGE BACK	\$8,913.13	P 651	03/27/26	03/27/26	03/27/26	032526- SEWER	
05-420-1406			MILL VALLEY - WAGES								
26-00699	5	EASTG010	EAST GOSHEN TOWNSHIP - GENERAL	QTR 1 2026 SEWER CHARGE BACK	\$4,682.34	P 651	03/27/26	03/27/26	03/27/26	032526- SEWER	
05-420-2512			C.C. COLLEC.-VEHICLE OPER.								
26-00699	2	EASTG010	EAST GOSHEN TOWNSHIP - GENERAL	QTR 1 2026 SEWER CHARGE BACK	\$2,695.52	P 651	03/27/26	03/27/26	03/27/26	032526- SEWER	
05-420-2515			ASHBRIDGE - VEHICLE OPER								
26-00699	4	EASTG010	EAST GOSHEN TOWNSHIP - GENERAL	QTR 1 2026 SEWER CHARGE BACK	\$4,878.74	P 651	03/27/26	03/27/26	03/27/26	032526- SEWER	
05-420-2516			MILL VALLEY - VEHICLE OPER								
26-00699	6	EASTG010	EAST GOSHEN TOWNSHIP - GENERAL	QTR 1 2026 SEWER CHARGE BACK	\$2,795.52	P 651	03/27/26	03/27/26	03/27/26	032526- SEWER	
05-420-3600			C.C. METERS - UTILITIES								
26-00684	1	AQUAP015	AQUA PA 05	300141 0300141 2/13- 3/16 GH	\$22.72	P 6554	03/23/26	03/23/26	03/23/26	031816 GH	
26-00764	1	COMCA045	COMCAST 8499-10-109-0166205	0166205 3/21-4/20 THORNCROFT	\$258.96	P 975	04/07/26	04/07/26	04/07/26		
					\$281.68						
05-420-3602			C.C. COLLECTION -UTILITIES								
26-00712	1	AQUAP015	AQUA PA 05	309826 0309826 2/19- 3/19 TH	\$24.06	P 6557	03/30/26	03/30/26	03/31/26	032326 TH	
05-420-3603			ASHBRIDGE - UTILITIES RECHARGE								
26-00657	1	PECO0040	PECO - 2270574000	2270574000 2/5-3/6/26 WYLLPENN	\$703.50	P 650	03/19/26	03/19/26	03/19/26	030926	
05-420-3604			MILL VAL/BARKWAY UTILITIES								
26-00685	1	AQUAP015	AQUA PA 05	363541 0357724 2/13-3/16 BK	\$22.72	P 6554	03/23/26	03/23/26	03/23/26	031826 BK	
05-420-3701			C.C. INTERCEPT.-MAINT.&REP								
26-00708	1	PIPED005	PIPE DATA VIEW SERVICES II LLC	CALL TO CLEAN & TELEVISION LINES	\$4,176.00	P 6560	03/30/26	03/30/26	03/31/26	24673	
26-00776	2	AAENT005	A&A ENTERPRISES LLC	BANDIT 21XP RACK CHIPPER RNTL	\$2,475.00	P 6563	04/07/26	04/07/26	04/07/26	8568	
					\$6,651.00						
05-420-3702			C.C. COLLEC.-MAINT.& REPR.								
26-00621	1	WITME005	WITMER PUBLIC SAFETY GROUP	REPAIRS TO MSA EQUIP- METERS	\$682.30	P 6553	03/16/26	03/16/26	03/17/26	INV801116	
26-00622	1	WITME005	WITMER PUBLIC SAFETY GROUP	MSA SERVICE PLAN- METERS	\$649.50	P 6553	03/16/26	03/16/26	03/17/26	INV801288	

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05-420-3702			C.C. COLLEC.-MAINT.& REPR.	<i>Account Continued</i>									
26-00624	1	PHILA015	PHILADELPHIA BEARING & DRIVE	(2)CEM3615T 5HP 1800 RPM PUMPS	\$2,231.46	P 6551	03/16/26	03/16/26	03/17/26	6839459			
26-00647	1	EXETE005	EXETER SUPPLY COMPANY INC	FLEXIBLE COUPLING CLAY, PVC WY	\$950.52	P 6549	03/17/26	03/17/26	03/17/26	374274			
26-00676	1	LECLE005	LEC - LENNI ELECTRIC CORPORATI	ASHBRIDGE- PREVENTATIVE MAINT	\$772.00	P 6556	03/23/26	03/23/26	03/23/26	260304			
26-00677	1	LECLE005	LEC - LENNI ELECTRIC CORPORATI	BARKWAY- REPLACED MUFFIN MONST	\$964.00	P 6556	03/23/26	03/23/26	03/23/26	260250			
26-00678	1	LECLE005	LEC - LENNI ELECTRIC CORPORATI	BARKWAY- PREVENTATIVE MAINT	\$772.00	P 6556	03/23/26	03/23/26	03/23/26	260249			
					\$7,021.78								
05-420-3850			C.C. WEST GOSHEN OPER/MAINT										
26-00790	1	WESTG005	WEST GOSHEN TOWNSHIP	OPERATIONS & MGMT QTR 4 2025	\$199,816.98	P 6568	04/07/26	04/07/26	04/07/26	EG-4-25-O&M			
05-422-1400			R.C. STP- WAGES										
26-00699	9	EASTG010	EAST GOSHEN TOWNSHIP - GENERAL	QTR 1 2026 SEWER CHARGE BACK	\$168.21	P 651	03/27/26	03/27/26	03/27/26	032526- SEWER			
05-422-1401			R.C. COLLEC.- WAGES										
26-00699	7	EASTG010	EAST GOSHEN TOWNSHIP - GENERAL	QTR 1 2026 SEWER CHARGE BACK	\$6,896.57	P 651	03/27/26	03/27/26	03/27/26	032526- SEWER			
05-422-2510			R.C. STP-VEHICLE OPER.										
26-00699	10	EASTG010	EAST GOSHEN TOWNSHIP - GENERAL	QTR 1 2026 SEWER CHARGE BACK	\$100.00	P 651	03/27/26	03/27/26	03/27/26	032526- SEWER			
05-422-2511			R.C. COLLEC-VEHICLE OPER.										
26-00699	8	EASTG010	EAST GOSHEN TOWNSHIP - GENERAL	QTR 1 2026 SEWER CHARGE BACK	\$4,266.48	P 651	03/27/26	03/27/26	03/27/26	032526- SEWER			
05-422-3600			R.C STP -UTILITIES										
26-00616	1	FIOS0005	VERIZON - PW FIOS 0001-15	2/28/26- 3/27/26 PW FIOS	\$54.00	P 963	03/13/26	03/13/26	03/13/26				
26-00650	1	COMCA095	COMCAST 8499 10 109 0169050	0169050 3/8- 4/7/26 TOWNE DR	\$420.43	P 967	03/18/26	03/18/26	03/18/26	030326			
					\$474.43								
05-422-3601			R.C. COLLEC.-UTILITIES										
26-00654	1	VERIZ050	VERIZON - 7043	RCSTP TOWNE DR- PHONE ONLY	\$122.09	P 970	03/18/26	03/18/26	03/18/26	030626			
26-00655	1	VERIZ020	VERIZON 652-480-501-00001-24	RCSTP TOWNE DR- FIOS ONLY	\$56.40	P 969	03/18/26	03/18/26	03/18/26	030626			
26-00711	1	AQUAP015	AQUA PA 05	1087842 2/19- 3/19 TWN	\$66.92	P 6557	03/30/26	03/30/26	03/31/26	032326 TWN			
26-00778	1	MODEM005	VERIZON - 442069312 MODEMS	2/26/2026- 3/25/2026 MODEMS	\$140.14	P 6566	04/07/26	04/07/26	04/07/26	6139478240			
					\$385.55								
05-422-3700			R.C. STP-MAINT.& REPAIRS										
26-00636	1	VAZQU005	VAZQUEZ, JUAN MARTINEZ	PAINT WALLS & CEILING- SCREEN	\$1,500.00	P 6552	03/16/26	03/16/26	03/17/26	021326			
26-00646	1	ARMBR010	ARM BRICKHOUSE	FEB 26 E.GOSHEN/APPLEBRK CC/GW	\$1,666.92	P 6548	03/17/26	03/17/26	03/17/26				

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05-422-3700		R.C. STP-MAINT.& REPAIRS		Account Continued									
26-00656	1	COMMO020	COMMONWEALTH OF PA	ANNUAL CH 102 INDIV. NPDES PER	\$500.00	P 968	03/18/26	03/18/26	03/18/26	1453549			
26-00675	1	LECLE005	LEC - LENNI ELECTRIC CORPORATI	RIDLEY CRK ST- FAULTED VFD BLO	\$388.00	P 6556	03/23/26	03/23/26	03/23/26	260305			
26-00679	1	LECLE005	LEC - LENNI ELECTRIC CORPORATI	HERSHEY MILL-PREVENTATIVE MAIN	\$964.00	P 6556	03/23/26	03/23/26	03/23/26	260248			
26-00727	1	HACHC005	HACH COMPANY	BUFFER SOLN, RED & YELLOW	\$420.98	P 6558	03/30/26	03/30/26	03/31/26	14918203			
26-00740	1	SHERW005	SHERWOOD-LOGAN & ASSOCIAT	RCSTP- SLUDGE PARTS SENSOR,GSK	\$1,466.11	P 6561	03/30/26	03/30/26	03/31/26	099783			
26-00743	1	LECLE005	LEC - LENNI ELECTRIC CORPORATI	RCSTP- REPLACED BROKEN BASEBOA	\$550.86	P 6559	03/31/26	03/31/26	03/31/26	260332			
26-00754	1	LECLE005	LEC - LENNI ELECTRIC CORPORATI	REPLACED UNDER CABINET LIGHT F	\$251.56	P 6559	03/31/26	03/31/26	03/31/26	260330			
26-00777	1	JGALL005	J.GALLAGHER SEPTIC & WATER	SEPTIC PUMP STATION-VARIOUS LO	\$2,535.00	P 6565	04/07/26	04/07/26	04/07/26	2601322			
					\$10,243.43								
05-422-3701		R.C. COLLEC.-MAINT.& REPR											
26-00609	1	JGALL005	J.GALLAGHER SEPTIC & WATER	SEPTIC PUMP STATION-THORNCROFT	\$300.00	P 964	03/13/26	03/13/26	03/13/26	2600567			
26-00621	2	WITME005	WITMER PUBLIC SAFETY GROUP	REPAIRS TO MSA EQUIP- METERS	\$682.30	P 6553	03/16/26	03/16/26	03/17/26	INV801116			
26-00622	2	WITME005	WITMER PUBLIC SAFETY GROUP	MSA SERVICE PLAN- METERS	\$649.50	P 6553	03/16/26	03/16/26	03/17/26	INV801288			
26-00693	1	JGALL005	J.GALLAGHER SEPTIC & WATER	SEPTIC PUMP STATION-THORNCROFT	\$300.00	P 972	03/26/26	03/26/26	03/26/26	2600569			
26-00694	1	JGALL005	J.GALLAGHER SEPTIC & WATER	SEPTIC PUMP STATION-THORNCROFT	\$300.00	P 973	03/26/26	03/26/26	03/26/26	2600568			
26-00760	1	JGALL005	J.GALLAGHER SEPTIC & WATER	SEPTIC PUMP STATION-THORNCROFT	\$300.00	P 976	04/07/26	04/07/26	04/07/26	2600982			
26-00776	1	AAENT005	A&A ENTERPRISES LLC	BANDIT 21XP RACK CHIPPER RNTL	\$2,475.00	P 6563	04/07/26	04/07/26	04/07/26	8568			
					\$5,006.80								
05-422-4500		R.C. STP-CONTRACTED SERV.											
26-00600	1	BIGFI005	BIG FISH ENVIRONMENTAL SERVICE	SERVICES RE: RCSTP- FEB 2026	\$23,684.84	P 649	03/13/26	03/13/26	03/13/26	26-0228			
26-00673	1	BLOSE005	BLOSENSKI DISPOSAL CO, CHARLES	SWITCH 20 YD W/ LINER 030926	\$329.50	P 6555	03/23/26	03/23/26	03/23/26				
26-00682	1	BLOSE005	BLOSENSKI DISPOSAL CO, CHARLES	SWITCH 20 YD W/ LINER 031626	\$329.50	P 6555	03/23/26	03/23/26	03/23/26	192504			
					\$24,343.84								
05-422-4502		R.C. SLUDGE-LAND CHESTER											
26-00610	1	CCSOL005	C.C. SOLID WASTE AUTHORITY	WEEK 2/16/2026- 2/20/2026	\$904.40	P 962	03/13/26	03/13/26	03/13/26	77747			
26-00653	1	CCSOL005	C.C. SOLID WASTE AUTHORITY	WEEK 2/24/2026- 2/28/2026	\$959.65	P 965	03/18/26	03/18/26	03/18/26	77819			
26-00697	1	CCSOL005	C.C. SOLID WASTE AUTHORITY	WEEK 3/2/2026- 3/6/2026	\$843.20	P 971	03/26/26	03/26/26	03/26/26	77893			
26-00761	1	CCSOL005	C.C. SOLID WASTE AUTHORITY	WEEK 3/9/2026- 3/13/2026	\$818.55	P 974	04/07/26	04/07/26	04/07/26	77962			
					\$3,525.80								
05-429-1400		ADMIN.- WAGES											

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P.O. Id	Item	Vendor Id	Vendor Name	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	PO Type		
05-429-1400			ADMIN.- WAGES	Account Continued									
26-00699	13	EASTG010	EAST GOSHEN TOWNSHIP - GENERAL	QTR 1 2026 SEWER CHARGE BACK	\$1,023.11	P 651	03/27/26	03/27/26	03/27/26	032526-	SEWER		
05-429-1401			PA ONE CALL - WAGES										
26-00699	11	EASTG010	EAST GOSHEN TOWNSHIP - GENERAL	QTR 1 2026 SEWER CHARGE BACK	\$2,436.01	P 651	03/27/26	03/27/26	03/27/26	032526-	SEWER		
05-429-2501			PA ONE CALL - VEH OPER										
26-00699	12	EASTG010	EAST GOSHEN TOWNSHIP - GENERAL	QTR 1 2026 SEWER CHARGE BACK	\$2,358.32	P 651	03/27/26	03/27/26	03/27/26	032526-	SEWER		
05-429-2600			ADMIN.-COMPUTER EXPENSES										
26-00652	1	COMCA025	COMCAST 8499-10-109-0111284	0111284 3/9- 4/8/26 SPEC VID	\$74.81	P 966	03/18/26	03/18/26	03/18/26	030426			
26-00746	2	STAPL010	STAPLES, INC	HP 460 ULTRA 7 LAPTOP- FINANCE	\$729.99	P 6562	03/31/26	03/31/26	03/31/26	6059541342			
26-00769	2	VERIZ040	VERIZON - 542413545-00001	2/22-3/21/26 MULT.TWP CELL PHO	\$80.02	P 977	04/07/26	04/07/26	04/07/26	6139139457			
					\$884.82								
05-429-3100			ADMIN.- PROFESSIONAL SERV										
26-00785	1	AQUAP005	AQUA PA - R	SEWER READS 1/1- 3/31/26-RESI	\$869.05	P 6564	04/07/26	04/07/26	04/07/26	52-6353921			
26-00786	1	AQUAP005	AQUA PA - R	SEWER READS 1/1-3/31/26- RENT	\$60.20	P 6564	04/07/26	04/07/26	04/07/26				
26-00787	1	AQUAP005	AQUA PA - R	SEWER READS 1/1-3/31/26- COMM	\$32.90	P 6564	04/07/26	04/07/26	04/07/26	49-6350733			
					\$962.15								
05-429-3210			ADMIN.- COMMUNICATION EXPENSE										
26-00618	1	FIRST025	FIRSTNET - #287338201667	FEBRUARY 2026	\$152.92	P 6550	03/16/26	03/16/26	03/17/26	03082026			
05-429-3250			ADMIN.- POSTAGE										
26-00783	1	USPOS005	US POSTMASTER	RES UTILITY BILLS 2ND QTR 2026	\$1,486.87	P 6567	04/07/26	04/07/26	04/07/26	040726-	RES		
26-00784	1	USPOS005	US POSTMASTER	COMM UTILITY BILLS 2NDQTR 2026	\$82.88	P 6567	04/07/26	04/07/26	04/07/26	040726-	COMM		
					\$1,569.75								
05-429-3500			ADMIN.- INSURANCE										
26-00699	14	EASTG010	EAST GOSHEN TOWNSHIP - GENERAL	QTR 1 2026 SEWER CHARGE BACK	\$772.05	P 651	03/27/26	03/27/26	03/27/26	032526-	SEWER		
05-429-3730			ADMIN.-BLDG.OVERHEAD										
26-00699	15	EASTG010	EAST GOSHEN TOWNSHIP - GENERAL	QTR 1 2026 SEWER CHARGE BACK	\$27,625.05	P 651	03/27/26	03/27/26	03/27/26	032526-	SEWER		
			Fund Total:		\$336,785.29								
06-427-1400			REFUSE - WAGES										
26-00700	1	EASTG010	EAST GOSHEN TOWNSHIP - GENERAL	QTR 1 2026 REFUSE CHARGE BACK	\$27,267.91	P 612	03/27/26	03/27/26	03/27/26	032526-	REFUSE		

East Goshen Township
Purchase Order Listing By Expenditure Account

Expenditure Account		Description											
P.O. Id	Item	Vendor Id	Vendor Name	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	PO Type		
06-427-3250			POSTAGE										
26-00783	2	USPOS005	US POSTMASTER	RES UTILITY BILLS 2ND QTR 2026	\$1,486.87	P 946	04/07/26	04/07/26	04/07/26	040726- RES			
06-427-3730			ADMIN.BLDG.OVERHEAD										
26-00700	2	EASTG010	EAST GOSHEN TOWNSHIP - GENERAL	QTR 1 2026 REFUSE CHARGE BACK	\$1,178.89	P 612	03/27/26	03/27/26	03/27/26	032526- REFUSE			
06-427-4500			CONTRACTED SERV.										
26-00767	1	AJBAJ005	AJB A.J. BLOSENSKI INC.	RESIDENTIAL PICKUP APRIL 2026	\$88,194.81	P 791	04/07/26	04/07/26	04/07/26				
06-427-4502			LANDFILL FEES										
26-00610	2	CCSOL005	C.C. SOLID WASTE AUTHORITY	WEEK 2/16/2026- 2/20/2026	\$6,480.96	P 788	03/13/26	03/13/26	03/13/26	77747			
26-00653	2	CCSOL005	C.C. SOLID WASTE AUTHORITY	WEEK 2/24/2026- 2/28/2026	\$5,503.33	P 789	03/18/26	03/18/26	03/18/26	77819			
26-00697	2	CCSOL005	C.C. SOLID WASTE AUTHORITY	WEEK 3/2/2026- 3/6/2026	\$4,728.15	P 790	03/26/26	03/26/26	03/26/26	77893			
26-00761	2	CCSOL005	C.C. SOLID WASTE AUTHORITY	WEEK 3/9/2026- 3/13/2026	\$7,368.46	P 792	04/07/26	04/07/26	04/07/26	77962			
					\$24,080.90								
Fund Total:					\$142,209.38								
07-424-1400			ADMINISTRATIVE WAGES										
26-00698	1	EASTG010	EAST GOSHEN TOWNSHIP - GENERAL	QTR 1 2026 MA CHARGE BACK	\$12,569.62	P 715	03/27/26	03/27/26	03/27/26	032526			
07-424-3110			MUNIC.AUTH.-AUDITING										
26-00635	1	MAILL005	MAILLIE FALCONIERO & CO.	PROGRESS BILLING AUDIT EGT MUA	\$7,500.00	P 3587	03/16/26	03/16/26	03/17/26	126946			
07-429-1505			RCSTP CAPITAL										
26-00757	1	XYLEM010	XYLEM WATER SOLUTION USA, INC	AERATION PUMP REPAIR- FLYGT Z3	\$15,524.69	P 3588	03/31/26	03/31/26	03/31/26	3556E12877			
Fund Total:					\$35,594.31								
12-454-3740			PARK MAINTENANCE & REPAIR										
26-00645	1	ARMBR010	ARM BRICKHOUSE	FEBRUARY 2026 WATER SAMPLING	\$399.17	P 1344	03/17/26	03/17/26	03/17/26	0027481			
Fund Total:					\$399.17								

Total Charged Lines: 242 Total List Amount: \$1,181,152.71 Total Void Amount: \$0.00

East Goshen Township
Purchase Order Listing By Expenditure Account

Totals by Year-Fund						
Fund Description	Fund	Expend Total	DEBT SERVICE	CREDIT CARD	ACH	REVISED TOTAL
	6-01	\$665,644.57		7,913.63	305.75	673,863.95
	6-03	\$519.99		842.00	115.00	1,476.99
	6-05	\$336,785.29	15,367.37	129.64	115.00	352,397.30
	6-06	\$142,209.38			57.50	142,266.88
	6-07	\$35,594.31				35,594.31
	6-12	\$399.17				399.17
Total Of All Funds:		<u>\$1,181,152.71</u>				1,205,998.60

Less Municipal Authority:

-35,594.31

-35,594.31

Total Board Approval:

\$1,170,404.29

ACH DEBITS TO GENERAL FUNDS

EXPENSE REPORT

Attachment 2 OF 2

Meeting Date

4/16/2026

2/1/2026- 2/28/2026

<u>Fund</u>	<u>Fee Charged</u>	<u>Name</u>	<u>Month Covered</u>	<u>Description</u>
01 GENERAL FUND	18.25 <u>287.50</u>	MERCH BNKCD FEES M&T MONTHLY FEE	February 2026 February 2026	CRED.CARD BANK CHARGES POSITIVE PAY & ACH MONITOR
				\$305.75
03 CAPITAL RESERVE	115.00 <u>115.00</u>	M&T MONTHLY FEE	February 2026	POSITIVE PAY & ACH MONITOR
				\$115.00
05 SEWER FUND	115.00 <u>115.00</u>	M&T MONTHLY FEE	February 2026	POSITIVE PAY & ACH MONITOR
				\$115.00
06 REFUSE FUND	57.50 <u>57.50</u>	M&T MONTHLY FEE	February 2026	POSITIVE PAY & ACH MONITOR
				\$57.50
	TOTAL			\$593.25

EAST GOSHEN TOWNSHIP
MONTHLY DEBT PAYMENT BREAKDOWN
March 25, 2026

GENERAL FUND:

Interest rate	Interest payment	Principal payment	Year of Issuance	Loan Description	Original loan amount	Remaining Principal	Retirement Date
	\$0.00	\$0.00	2003	Multi purpose 9 projects	\$5,500,000.00	\$0.00	2023
2.7%	\$0.00	\$0.00	2017	G Playground , Dams, & Paoli Pike Trail	\$5,310,000.00	\$4,630,000.00	2037

SEWER FUND:

Interest rate	Interest payment	Principal payment	Year of Issuance	Loan Description	Original loan amount	Remaining Principal	Retirement Date
4.0%	\$12,338.70	\$0.00	2008	RCSTP Expansion	9,500,000.00	\$3,739,000.00	2032
3.1%	\$3,028.67	\$0.00	2013	Diversion Projects	2,500,000.00	\$1,192,000.00	2033
2.7%	\$0.00	\$0.00	2017	S West Goshen STP	2,840,000.00	\$1,940,000.00	2037

JASON LANG		
1/27/2026	CC AMAZON.COM- ULTRA COMPACT SHOTGUN MICROPHONE	92.65
1/28/2026	CC AMAZON.COM- MICROPHONE PATCH CABLE MIC CORD	8.63
2/2/2026	CC PA CHILD ABUSE CERT- CHILD ABUSE BGC'S PREPAYMENT FOR CAMP STAFF	195.00
2/3/2026	CC IN GRAPHIC CONCEPTS BOUND- BEN FRANKLIN FUN RUN BANNER FOR AMERICA 250	172.18
2/8/2026	CC AMAZON.COM- (13) TRI-FOLD FOLDING THICK EXERCISE MAT W/ CARRYING HANDLES- YOGA MATS	314.47
2/10/2026	CC NETFLIX, INC- GENERAL EXP SENIOR BOOK CLUB	8.47
2/11/2026	CC AMAZON.COM- OLD MAN COSTUME GLASSES AND COLONIAL MAN COSTUME	75.98
2/12/2026	CC TARGET- BINGO SET FOR SENIOR ACTIVITIES	33.90
2/14/2026	CC AMAZON.COM- SIX SEVEN SPORTS NUMBER CHAIN FOR 67 GAMES	17.99
2/17/2026	CC PATELMOS PIZZERIA- LUNCH FOR AMPUTEE PING PONG	46.62
2/18/2026	CC POSTERMYWALL- BEAT BEN FLYER- AMERICA 250	6.35
2/19/2026	CC IN GSP SIGNS & BANNERS- AMERICA 250 FOR THE DECLARATION OF INDEPENDANCE	545.00
2/20/2026	CC PAYPAL NOAHS4- NED HECTOR PRESENTATION 022526 AND 050326- REFUNDED ON NEXT CC STATEMENT PD BY CK INST	800.00
2/25/2026	CC KIMBERTON AWARDS & TRO- 10.5" SOVEREIGN RESIN 2454 LOGO PLATE FOR TEEN SHOWCASE	132.50
2/26/2026	CC PATELMOS PIZZERIA- FOOD FOR WCCOG LUNCH MEETING	44.73
2/26/2026	CC GIANT- DRINKS FOR ECCOG LUNCH MEETING	18.77
		\$2,513.24
ASHLEY NOWAK		
1/28/2026	CC GIANT- BOARD ROOM CANDY	25.36
1/30/2026	CC WF WAYFAIR- (2) CHAIRS FOR UPSTAIRS LOBBY AREA	304.22
2/5/2026	CC WF WAYFAIR- (2) CHAIRS FOR DOWNSTAIRS LOBBY AREA	588.30
2/11/2026	CC QUADIENT INC- POSTAGE MACHINE SUPPLIES- INK & SEALER	207.10
2/19/2026	CC PY PAAI- PAAI JACK CHRISTMAS 2026 CONFERENCE TRAINING FOR D. BRADY	225.00
2/20/2026	CC BUILDING AND FIRE CODE- UNDERSTANDING FIRE SPRINKLERS CLASS FOR D. BRADY- REFUNDED ON NEXT STATEMENT	380.00
		1,729.98

MEMO

Date: April 10, 2026

From: Derek Davis, Township Manager

To: Board of Supervisors

Re: Continued Conversation on Enhanced Communications

At the last board meeting, there was an inquiry made about our recent discussion regarding enhancements with township communication and the presentation we had from DandeLion Digital.

There is no motion for this subject tonight but I thought I would put it on the agenda in order to gauge the board's interest in this and see what everyone's thoughts are at this juncture. I have attached the proposal we received from DandeLion and it outlines the work that would be included as well as the cost.

One of the biggest non-monetary factors is the transition from hard copy to digital/e-newsletter. To be clear, there would still be an "opt in" option wherein residents can choose to receive a hard copy but, in the beginning, everyone would start at an e-delivery in their email.

I am happy to see where this discussion goes, and the board can let me know how they would like me to proceed.



East Goshen Township

Start On Acceptance



Dandelions Digital

Dandelions Digital



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Introduction

Services

General Terms and Conditions

Service Terms and Conditions

Agreement Summary



Introduction

Dandelions Digital

Hi Derek,

It was a pleasure meeting with you and Ashley last Friday! We would love an opportunity to work with East Goshen Township.

Here's our proposal for you to review and sign based on an assessment of your current wants and needs.

The review acceptance flow is very intuitive and will allow you to step through the services proposed, the scope, and an outline of when those services will be provided. We would also draw your attention to any included service terms as any fixed prices quoted will be conditional on these terms being met.

You'll also be taken through the pricing schedule which outlines our prices for those services.

If this proposal includes options you can review each option by clicking 'Select' – your choice does not become final until you electronically sign the proposal at the final step.

If you have any questions please let us know.

Services

Statement of Work

This STATEMENT OF WORK ("**SOW**") is entered into by Dandelions Digital LLC (the "**Agency**") and the East Goshen Township (the "**Client**"). This SOW is being executed in connection with, and is governed by the terms of, the preceding MASTER SERVICES AGREEMENT (the "**Agreement**") entered into by the parties, which is incorporated herein by reference. Terms not defined herein shall have the meaning set forth in the Agreement.

Statement of Goals and Objectives for this SOW:

Goal

- Implementation of Municipal Full Service Digital Communications

Objectives

- Provide full service digital communications services across all municipal digital channels to increase resident engagement and awareness
- Provide monthly analytics reporting

2. **Services.** Agency shall provide the following services (the "**Services**"):

i. Media Management

- Monthly emailed newsletter
- At least 3 social media posts per week on official social media channels
- Website content updates to facilitate emailed newsletter and social media (calendar events, news, webpages & websforms)
- Press releases

ii. Design Services & Deliverables

- Social media, news and website graphics
- Event/program flyers
- Email banners
- Brochures

iii. Marketing Reports

- Monthly Analytics Report for social media, email and website engagement

iv. Public Relations

- Press releases
- Social media monitoring for mentions, comments and public posts
- Monitor of mentions in news outlets
- Community surveys
- Advise on positioning in the news and on social media

3. Timeline

The timeline is subject to change in the event of delayed approvals, unavailability of third party vendors, media outlets or channels, or an agreed revision to the defined Services in this SOW or this Timeline.

Contract to be effective starting on January 1, 2026 through December 31, 2026.

4. **Fees.** As compensation for the Services, Client shall pay Company as follows:

2026 Media Spend (monthly FB ads)	\$100.00
2026 Monthly Contract Billing for 45 hours/month	\$3,400.00
<hr/>	
2026 Total Client Budget (month)	\$3,500 per month

The 2026 Retainer Fee is a minimum fee, and will be invoiced to, and payable by, the Client each month during the Term, in accordance with the Invoice Schedule below. All hourly work will be invoiced to client in accordance with the terms defined within the Agreement.

5. **Pre-Authorized Expenses.** Client shall pre-pay Agency for all media, travel, production and other third party expenses ("**Expenses**"), prior to Agency advancement of fees for same, or, upon the mutual agreement of the parties, invoiced to and paid by Client directly. In the event Agency agrees to advance any Expenses prior to Client advance payment for same, all invoices for such Expenses are due immediately upon receipt.

6. **Additional Software Cost:** ZenCity. All Dandelions Digital clients will be installed on ZenCity municipal engagement software. ZenCity will be owned by the client. The agency will act as the main admin on the software and will post to social media alongside up to 2 representatives of your choice. The software will allow us to post to social media, issue surveys, monitor and report on analytics and monitor sentiment analysis (social listening). In addition, the software monitors mentions in the local papers and news channels. We offer two options to pay for ZenCity (payable when proposal is accepted and signed):

Option 1 – **A payment of \$5,300 due upon proposal acceptance**

Option 2 – **Monthly payments of \$442**

Should we end our service agreement at any time, ownership of ZenCity will transfer to the client for the remainder of 2026 and any future agreement with the software company (ZenCity) will be at the discretion of the client.

7. **Invoicing Schedule for Services Fees.** Company shall issue invoices to Client as follows ("**Invoice Schedule**"):

Invoice Date	Due Date	Non-Refundable Fees	Fee Description
01/29/2026	30 days	\$3,500.00	January Retainer Installment
02/27/2026	30 days	\$3,500.00	February Retainer Installment
03/27/2026	30 days	\$3,500.00	March Retainer Installment
04/29/2026	30 days	\$3,500.00	April Retainer Installment
05/29/2026	30 days	\$3,500.00	May Retainer Installment
06/29/2026	30 days	\$3,500.00	June Retainer Installment
07/29/2026	30 days	\$3,500.00	July Retainer Installment
08/28/2026	30 days	\$3,500.00	August Retainer Installment
09/29/2026	30 days	\$3,500.00	September Retainer Installment
10/29/2026	30 days	\$3,500.00	October Retainer Installment
11/27/2026	30 days	\$3,500.00	November Retainer Installment
12/29/2026	30 days	\$3,500.00	December Retainer Installment

\$42,000.00

2026 RETAINER TOTAL FOR SERVICES

8. Media Purchases. Media purchases of \$100.00 are included in the monthly retainer. Additional media purchases shall be separately budgeted and jointly agreed upon by the parties. Agency charges, and Client will pay an additional fee of 20% of all media purchased on behalf of Client, which may be invoiced either separately to Client or along with the invoices for third party media expenses. The Agency shall function as an authorized agent for media, production purchases, ad spends and associated fees for media placement and shall be held liable for such third-party expenses only to the extent proceeds have cleared from Client to Agency; otherwise, Client shall be solely liable to the media or other relevant third party.

10. Term. The term of this SOW shall commence on execution, and conclude on December 31, 2026 unless extended by the parties in writing ("**SOW Term**").

11. Billing Terms. All invoices from Agency to Client for Services are due pursuant to the schedule set forth in Item 6 of this SOW. Late payments are subject to late fees, collection costs recovery, and possible interruption of services pursuant to the terms and conditions of the parties' Master Services Agreement.

2026 Media Spend (monthly FB ads) - \$100

2026 Monthly Contract Billing for 45 hours/month - \$3400

FSDC: At Least 3 Social Media Posts per Week on Official Channels

Social media posting without a plan or the right tools can be time consuming and inefficient. Often an organization may not have the manpower to plan and produce good social media content on a consistent basis. We can take your social media strategy to a whole new level with state of the art tools and great content. We collaborate with our clients to identify key messaging that needs to be shared with constituents and residents, then craft engaging content to provide that messaging. We use the most up to date software platforms to post to multiple platforms at once with ease. Your social media posting becomes efficient, timely and effective overnight! Plus we reinforce this with monthly analytics that provide you specific information on audience growth and engagement.

By listening to your needs, we are able to locate your target audience and craft the perfect organic or paid campaign to spread your brand's voice across all digital channels including your blog, Facebook, Instagram, Twitter, LinkedIn and Pinterest.

FSDC: Content Creation | Website Content Updates

Municipalities and nonprofits have a unique challenge when it comes to connecting with their audiences. Residents want timely and relevant information from their local governments while donors and volunteers need to know that their contributions of time and dollars are valued and used wisely. The good news is that municipalities already have a built in audience of people who genuinely care about what they have to say! We help to engage and grow that audience.

At Dandelions Digital, we specialize in crafting messaging that your audience wants to hear. We incorporate your news, events and announcements in easy to read, branded newsletters, social media content and blog posts. To match the messaging, we create clean and concise website news posts and calendar events. We take it a step further by consistently monitoring the pulse of your audience using social media tracking tools to get a clearer picture of what your audience is talking about. Social media tracking allows us to develop content that gets you in on the conversation so your content will be proactive instead of reactive.

Website content updates include: calendar events, website news, webpages and webforms.

FSDC: Graphic Design & Print Materials

Engaging graphics that are branded for your municipality are an important part of what we do. We will provide all graphics for communications including the following:

- Social media, news and website graphics
- Event/program flyers
- Email banners
- Brochures

Print materials will be sent to you for printing at your preferred vendor.

FSDC: Monthly Analytics and Reporting

In order to provide a measurement of success for your digital communications our team will provide monthly analytics on all social media platforms, paid ads, emailed newsletters, and website visitor engagement. Our team adjusts our plans according to the success rates of each platform and current trends.

Analytics and reporting are an important part of the services we provide for our clients. Our robust reporting software allows us to pinpoint trends not only for your organization's digital channels, but your competitors' as well. It's how we keep our finger on the digital pulse of your municipality or nonprofit organization. Insights about audience behavior and engagement help direct messaging and content that is relevant and timely for your followers. Our monthly reports are an important way for us to regroup and reset future messaging and content.

FSDC: Monthly Emailed Digital Newsletters

Digital monthly newsletters with relevant and engaging content are what we do best. In fact, our newsletters have won awards! Digital newsletters are an important engagement tool for municipalities and nonprofits. You work hard for your organization and for the benefit of your constituents and residents so why not promote that? Introducing your team members, departments and committees, as well as reporting timely news and events is so important to your followers.

We pride ourselves on our ability to collaborate with you to organize and prioritize content for new and informative newsletters every month that are on point and on time. Because we post your newsletter to social media, the reach grows exponentially, which in turn, leads to a larger audience for your organization!

FSDC: Public Relations

The strategic management and dissemination of information from your municipality to the public to cultivate a desired public image and build mutually beneficial relationships with key stakeholders, such as the media, customers, and investors is an important part of what we do.

Our public relations services include:

- Press Releases and media coverage requests - up to 2 per quarter
- Social media monitoring for mentions, comments and public posts - weekly
- Monitor of mentions in news outlets - weekly
- Community surveys - up to 2 per year
- Consulting regarding positioning in the news and on social media

Additional Software Cost: ZenCity - \$5300 Due Upon Proposal Acceptance

****New Client** About Zencity**

About ZenCity Software (Required Purchase)

We've partnered with [Zencity](#) to offer new and exciting features for you including:

- Improved collaboration for social media posting and listening with you, our client
- ****NEW**** Access to NextDoor for posting and listening
- Listening features that go beyond the usual social media channels and include competitor social media channels, local papers and TV news mentions
- Easier to understand analytics that you will have access to 24/7
- The ability for us to draft resident surveys and monitor/report on responses
- A stand-alone system that East Whiteland Township will have complete access to and that can be used by your designated staff to view and post, should you need to

Our company will continue to post, listen and notify you of content as usual per our full service communications contract with you. ZenCity will provide you with additional tools to post easily on your own should the need ever arise or to view posting schedules and engagement at any time. It really is a powerful software solution and it's made for municipal government. We're excited to be migrating all of our clients to this new software.

The cost to you will be \$5,300 per year in addition to our normal contract fees. You may pay for the software in one annual sum in January, 2025, or we can bill you \$442 monthly through 2025. ZenCity will be owned by you completely and we will be your consultant partner in the software solution. It will allow both of us incredible flexibility with the goal of increased transparency between us, and better monitoring of resident engagement and sentiment analysis.

****New Client** Monthly Process**

Digital Communications Process and Strategy:

How we work with you to enhance municipal communications

Dandelions Digital works closely with our municipal clients in a uniquely personal manner to enhance and sustain engagement with constituents. A working relationship between Dandelions Digital and East Whiteland Township requires cooperation and collaboration between our staff and Township stakeholders (administrators, Board Members, and other stakeholders).

Information sharing between Dandelions Digital and East Whiteland Township occurs as follows:

For the Monthly eNews:

- 2-3 weeks prior to the eNews publication date: Dandelions Digital staff reach out to all stakeholders to inform them about the upcoming due date for articles, news or event notifications
 - Township Board Members and Township Administrators receive a draft outline of what will be included in the eNews and may add items at will by notifying us
 - Committee and/or commission members can also submit news but are not given a copy of the draft outline
 - Nonprofit organizations located within the Township may add event notices if Township administrators and board members approve their inclusion

- Dandelions Digital conducts brief interviews with key stakeholders and drafts content (articles) where needed
- 1-3 days prior to the eNews publication date - a test eNews email is sent to Township Board Chair and Township Manager for final edits and/or approval
- 1 -2 days prior to eNews publication - final copy submitted to Township Board Chair and Township Manager for approval to send

Social Media Posts:

- Once the newsletter has been published - social media posts are scheduled and are directly taken from eNews articles and blurbs unless they have already been posted. We agree to publish at least 3 social media posts to each social media channel every week.
- Additional news is posted to social media anytime during the month at Township board members or administration's request should they arise.

Social Listening and Analytics:

- Dandelions Digital monitors all official Township social media channels for comments or private messages.
- Inappropriate, offensive or threatening comments are "hidden" from public view but remain in the back end of the social media site for audit purposes.
 - Dandelions Digital will notify the Township Manager when offensive comments are posted
- Questions that are asked in comments or private messages via social media are directed to call Township administration or are led to a website page where additional information is available.
- Dandelions Digital will monitor some "competitor" social media sites for East Whiteland Township. Monitoring these "Competitor" social sites allows us to stay on top of constituent "chatter" and notify Township officials when a topic should be addressed.
- A comprehensive analytics report is sent to Township Board Members and Township Administrators monthly. The analytics report includes information as follows:
 - Social media engagement for official Township social media sites: likes, followers, comments, shares
 - Social media engagement for paid advertising to boost the eNews
 - Google analytics website traffic
 - MailChimp eNews engagement numbers: audience growth, open rate, reach, number of clicks

Website Organization and Website News

- Dandelions Digital will post news and calendar (event) items to the East Whiteland Township website and also assists with website organization and edits in order to maximize visitor engagement and ease of use.
- Emergency notifications can be added to the website by Dandelions Digital should they arise.

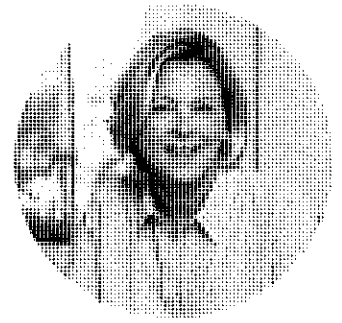
****New Client** Our Team**

Our Team

Linda Rooney: CEO

When inbound marketing was still in its infancy, Linda led a marketing and inside sales team for a 3D printer and 3D CAD software reseller. She became a SolidWorks Certified Marketing Professional as well as a Stratasys Marketing Professional. Later she worked for private schools as an Advancement Director and Director of Development Operations where she implemented software solutions and sound marketing principles to connect with different constituencies. Knowing that nonprofits

and municipalities often don't have the time or resources to commit to an inbound marketing plan, Linda founded Dandelions Digital as a "one stop shop" for municipal and nonprofit organizations who seek to engage audiences and provide them with timely and relevant content on a consistent basis.



In 2019, Dandelions Digital received an award from the National Association of Government Communicators for the Media Borough digital newsletter. In 2020, the company received an award from the Pennsylvania State Association of Township Supervisors for the West Goshen Township digital newsletter, and in 2021, received a first place special recognition from the Pennsylvania Borough News for work with Media Borough.

Linda graduated from the University of Notre Dame with a degree in Psychology and a minor in business. Other than working – Linda can be found in the beautiful small town of Media, PA – just outside Philadelphia, where she lives with her husband, Mike.

Leza Raffel – Communications Solutions Group

Starting in 2026, Dandelions Digital has launched a collaboration with The Communication Solutions Group, a Pennsylvania-based strategic communication consulting firm that, besides working with municipalities, provides continuing education on communications through PSATS, PSATC, PSAB, PAMA and The League of Municipalities.



This new relationship is bringing another benefit to our clients: a team of seasoned writers that has worked as municipal journalists and reporters. This addition to our team will yield enhanced copywriting, faster responses, and a deeper understanding of the issues facing PA municipalities.

Leza Raffel, founder and president, is the driving force behind Communication Solutions Group. A graduate of Ithaca College with a BS from the School of Communications, Leza worked as a public relations specialist and director of public relations with other companies before starting her own firm. Leza specializes in overseeing the development and implementation of complete marketing plans. She also excels at media relations, with myriad contacts and connections. In addition, Leza has extensive experience in the area of marketing research.

Jordyn Minus: Digital Communications Account Representative

Jordyn Minus joined the Dandelions Digital team in December 2023 as the Digital Communications Account Representative. Prior to joining Dandelions, Jordyn worked for a benefit administration company where she served both the Sales/Marketing and the Client Service teams. While working at her prior company, she gained an interest in building relationships with current clients, marketing for potential prospects, and joining conferences to build connections in person.



Jordyn is a graduate of Centenary University with a degree in Graphic Design and MultiMedia.

In her spare time, Jordyn loves going to the beach, watching football with her family and friends, and working out with Peloton.

General Terms and Conditions

This MASTER SERVICES AGREEMENT ("**Agreement**") is entered into by and between Dandelions Digital LLC ("**Agency**") and East Goshen Township ("**Client**") (together the "**Parties**", and each a "**Party**") as of the date the last Party hereto signs this Agreement ("**Effective Date**").

Background

Agency is a digital communications and marketing agency specializing in providing content creation, analytics and reporting, digital newsletter, social media, and consulting services to municipal and non-profit clients throughout the United States. Client desires to engage Agency to provide its services, and Agency desires to accept the engagement, in accordance with the terms and conditions of this Agreement.

Terms & Conditions

1. Scope of Services.

- i. Agency will provide Client the services and deliverables (collectively, the "**Services**") set forth in the Scope of Work document ("**SOW**") attached hereto and incorporated herein. Should Client request Agency to perform additional services beyond the scope of those identified in the attached SOW, such additional services shall be detailed in a separate SOW or other writing executed by the Parties, which shall be subject to, and considered part of, this Agreement.
- ii. Client appoints Agency as its agent for all purchases of media, production costs, engagement of talent, or other services and materials required to fulfill the Agreement or produce the Work Product. Client reserves the right to cancel any such authorization, whereupon on receipt of written notice of such cancellation, Agency will take all appropriate steps to effect such cancellation, provided that Client will reimburse, and hold Agency harmless, for any costs incurred by Agency as a result.

2. Intellectual Property Ownership.

- i. Subject to the limitations of this Section 2, all work, campaigns, trademarks, service marks, slogans, artwork, written materials, drawings, photographs, design and graphic materials, software code, mobile applications, or other materials that are subject to copyright, trademark, patent or other intellectual property protection that is developed or produced by Agency in fulfillment of this Agreement (the "**Work Product**") shall be the property of the Client provided: (i) such Work Product is accepted by Client within 2 months of being proposed by Agency; and (ii) Client has paid all fees and costs associated with creating or producing such Work Product. All title and interest to such Work Product shall vest in Client as "works made for hire" within the meaning of the United States copyright laws. To the extent that any such Work Product is not considered a work made for hire pursuant to law, Agency hereby transfers and assigns all of its title, rights and interest in and to such Work Product to Client.
- ii. It is understood that Agency may, on occasion, license materials from third parties for inclusion in the Work Product. In such circumstances, ownership of such licensed materials remains with the third-party licensor and subject to the terms of the applicable third-party license. Wherever possible, Agency will keep Client informed of any such limitations and Client agrees that it will be bound by the terms of such third-party license(s).
- iii. To the extent any pre-existing Agency property is contained in any of the Work Product (including, but not limited to, any works of authorship, inventions, know-how, and/or source identifying matter that is created, developed, or conceived by or on behalf of Agency), Agency, upon the satisfaction of the conditions in section 2.1, grants to Client a limited, royalty-free, non-exclusive, perpetual, non-assignable, worldwide license to use such Agency property solely in connection with Client's

use of the Work Product as contemplated by this Agreement. Nothing contained herein shall be construed as granting or conferring any rights by license or otherwise in any of Agency's trademarks, trade names, or any other proprietary or intellectual property of the Agency.

- iv. Agency shall be permitted to display representative copies of the Work Product in Agency's work portfolio in print, digital and online formats for Agency's promotional purposes, including the submission of any completed and published Work Product in relevant award competitions. Client grants to Agency, and Agency accepts from Client, a limited, non-exclusive license to display the completed, accepted and implemented Work Product for such purposes.

3. Client Materials.

- i. Where Client has supplied to Agency any information, artwork, logos, images, copy or other written, graphic or pictorial materials (the "**Client Content**") for Agency's use in connection with the Services, Client hereby gives and grants to Agency a limited, non-exclusive license and right to utilize, display and reproduce such Client Content in the Work Product and/or in connection with the Services.
- ii. Client covenants that it owns or has secured all necessary rights to the Client Content, and that such Client Content does not infringe any patent, copyright, trademark, trade secret or any other proprietary or intellectual property right of any third party, including individuals whose likeness appears in the Client Content.

4. Client Approvals; Review.

- i. Client shall designate in writing the individual(s) with whom Agency will communicate regarding all aspects of the Services or this Agreement. Client is responsible for providing timely reviews and approvals of the deliverables and providing timely responses to Agency inquiries relating to the Services. In the event of a delay by Client in granting any necessary authority or approval to Agency, which delay causes an increase in fees or costs associated with the Services, or a delay in the completion date of any deliverable, Client shall be solely responsible for such increased costs and delayed completion dates and agrees to pay such increase in fees and costs to Agency, including any dormancy or restart fees charged by Agency. Client will assume responsibility for any increased fees or costs for delayed work completion by third parties arising out of any delayed grant of necessary authority or approvals.
- ii. Client will ensure that all facts reasonably within Client's knowledge that are stated in all Client Content provided to Agency, or in any deliverables incorporating such Client Content, are substantially true and not materially misleading. Client will have the exclusive responsibility to ensure that the materials created or developed by Agency conform to all requirements or restrictions imposed by law on Client's business. Client agrees that Agency has no obligation to conduct such due diligence or provide any regulatory compliance services or legal review of any kind for any Client Content.

5. Compensation. Client will pay fees and costs to Agency as detailed in the SOW.

6. Payment Terms

- i. In the event the Parties have agreed to a billing schedule, Agency will generally send invoices on or about the last day of each month, and payment for the charges itemized in the invoices will be due upon Client's receipt of same. Interest will be charged at the rate of 1.5% per month on all invoices that remain unpaid 30 days after receipt by Client.
- ii. Agency will invoice Client for all media, photography buyouts, and third-party costs or fees prior to incurring such costs or fees, and Client will pay all such costs, plus Agency's prevailing administrative fees, in full upon receipt of invoice. Alternatively, Agency may arrange for direct billing to Client for such costs or fees.
- iii. For all media, production services, talent engagement, or other services or materials purchased by Agency on Client's behalf, Client agrees that Agency shall be held liable for payments only to the extent proceeds have cleared from Client to Agency for such third-party purchases or expenses (sequential liability); otherwise, Client agrees to be solely liable to the media or other relevant third party for any and all expenses incurred on behalf of Client.
- iv. Agency's fees are based upon its prevailing hourly, flat or retainer rates for services in effect on the date of the Agreement. Agency's prevailing rates for services are subject to adjustment on a periodic basis to reflect increases in its internal costs

or market conditions.

- v. Agency reserves the right to delay commencement or continuation of work on a Client engagement or project until Client has remitted the required payment to Agency.
- vi. In the event Agency must pursue legal action to collect or recover its fees or costs from Client, Client will bear all fees and expenses, including, without limitation, attorney's fees, incurred by Agency in such recovery or collection action.

7. **Term.** Unless otherwise specified in a SOW, the term (the "**Term**") of this Agreement will commence on the Effective Date and will continue for a period of one (1) year unless terminated earlier in accordance with Section 8 below.

8. **Termination.**

- i. Either Party may terminate this Agreement or any SOW for any reason on thirty (30) days' written notice to the other Party.
- ii. Either Party may terminate this Agreement or any SOW if the other Party fails to perform or otherwise materially breaches any of its obligations, covenants or representations, and fails to remedy such failure or breach within fifteen (15) days after the injured Party delivers notice to the breaching Party reasonably detailing the breach.
- iii. Agency's rights, duties, and responsibilities shall continue up through the effective date of termination. In the event of termination, Client will be obligated to pay Agency for any unbilled time and materials and unreimbursed expenses actually incurred through the termination date, including digital media placements and any custom materials created on behalf of Client. Unless otherwise stated in the SOW, all media placement is non-cancelable.
- iv. Upon termination of the Agreement, Agency will, upon Client's request, return, transfer and/or assign to Client: (1) all proprietary information or materials in Agency's possession or control belonging to Client, subject, however, to any rights of third parties; and (2) any contracts with third parties, including advertising media, production partners, or others, upon being duly released by Client and any such third party from any further obligations. Client shall bear the costs associated with the transfer of Client's property to Client.
- v. Expiration or termination of this Agreement shall result in the automatic termination of all SOWs then in effect. Expiration or termination of any or all SOWs shall not, by itself, result in the termination of this Agreement or any other SOW.

9. **Confidentiality and Safeguard of Party's Property.**

- i. Client and Agency each agree to keep in confidence, and to not disclose or use for its own respective benefit, or for the benefit of any third party (except as may be required for the performance of services under this Agreement or as may be required by law), any Confidential Information of the other party in its possession. Agency and Client will each take reasonable precautions to safeguard the Confidential Information of the other entrusted to it and shall not disclose the Confidential Information of one another to any third party without the authorization of the disclosing party.
- ii. "Confidential Information" shall include, without limitation, marketing, technical, financial and business information and models, names of potential customers or partners, proposed business deals, reports, plans, market projections, software programs, data, or any other confidential and proprietary information relating to the work, and all of Agency's proprietary information including original proposals, recommendations, concepts or ideation related to Client's business, and the financial terms of this Agreement. The term Confidential Information excludes: (i) any data or information that is already known by or in possession of the receiving party at the time it is disclosed to the receiving party; (ii) has become generally known to the public through no wrongful act of the receiving party; (iii) has been lawfully obtained by the receiving party from a third party without restriction on disclosure of it; (iv) is required to be disclosed by operation of law; (v) is independently developed by the receiving party without use, directly or indirectly, of the Information received from the other party; or (vi) is furnished to a third party by the disclosing party hereunder without restrictions on the third party's right to disclose the information.
- iii. All Confidential Information shall be kept confidential by the Parties following the termination or expiration of this Agreement. Agency will not use any Confidential Information of Client for any purpose other than to perform its work and obligations to Client pursuant to this Agreement.

10. Mutual Non-solicitation. During any term of this Agreement and for a period of 2 years after the completion of any work or services pursuant to it, neither Agency nor Client shall (i) contact, solicit, divert or take away the other's employees, independent contractors, vendors or consultants, whose names or identities were known by any means during the Agreement term and arising out of the Services to which the Agreement relates, (ii) attempt to cause any of the other's employees, independent contractors, vendors or consultants to refrain from working for or providing goods or services to the other; or (iii) assist any other person or persons in an attempt to do any of the foregoing. This Section 11 does not prevent either Party from issuing general solicitations or from hiring those personnel who respond to general advertisements or solicitations for employment that are not directed at the other Party's personnel.

11. Notices. Any notice shall be deemed given on the day of receipt if notice is transmitted by postal mail or commercial courier, or upon the date of transmission if transmitted electronically. Any notice required under this Agreement shall be delivered to the following addresses:

Agency: Dandelions Digital LLC
Attn: Linda Rooney
422 N Jackson St
Media, Pennsylvania 19063
lrooney@dandelionsdigital.com

Client: East Goshen Township
Attn: Derek Davis

ddavis@eastgoshen.org

12. Indemnification

Client agrees to indemnify and defend Agency for all damages and losses (including reasonable attorney's fees, costs and expenses) arising from any claims or actions by third parties against Agency, including those by governmental or regulatory authorities, relating to: (a) Client's breach of this Agreement, and (b) any claim for false or misleading advertising, libel, slander, piracy, plagiarism, invasion of privacy, or infringement of intellectual property based upon (i) materials furnished by Client or (ii) materials created by Agency that are substantially modified by Client. Client Content and any other information or data obtained by Agency from Client to substantiate claims made in advertising shall be deemed "materials furnished by Client."

- i. Agency agrees to indemnify and defend Client for all damages and losses (including reasonable attorney's fees, costs and expenses) arising from any claims or actions by third parties against Client for piracy, plagiarism, or infringement of intellectual property based upon materials created by Agency that are contained in the Work Product, other than materials furnished or substantially modified by Client.
- ii. Any party entitled to be indemnified pursuant to this Agreement ("**Indemnified Party**") shall provide prompt written notice to the party liable for such indemnification ("**Indemnifying Party**") of any claim or demand that the Indemnified Party has determined has given or could give rise to a right of indemnification under this Agreement. The Indemnifying Party shall promptly undertake to discharge its obligations hereunder. Additionally, the Indemnifying Party shall employ counsel reasonably acceptable to the Indemnified Party to defend any such claim or demand. The Indemnified Party shall have the right to participate in the defense of any such claim or demand, at its own expense, and may settle or compromise such claim or demand, without prejudice to its rights hereunder. The Indemnified Party shall cooperate with the Indemnifying Party in any such defense.

13. **Limitation of Liability.** Agency cannot accept responsibility for any alterations, including additions, modifications and deletions, caused by a third party or Client to the Work Product once completed by Agency. In the event of any claim, demand, alleged loss, or alleged damage arising out of Work Product provided by Agency to Client, Agency's total liability to the Client shall not exceed the amount of fees or other compensation paid to Agency pursuant to this Agreement. Pass through expenses such as postage and media costs shall not be considered to be fees or compensation. **UNDER NO CIRCUMSTANCES SHALL AGENCY BE LIABLE FOR ANY LOSS OF USE, INTERRUPTION OF BUSINESS, LOSS OR CORRUPTION OF DATA, OR ANY INDIRECT, SPECIAL, INCIDENTAL, PUNITIVE OR CONSEQUENTIAL DAMAGES OF ANY KIND (INCLUDING LOST PROFITS) REGARDLESS OF THE FORM OF ACTION WHETHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE), LAW, EQUITY OR OTHERWISE.**
14. **Disclaimer of Warranty.** Agency warrants that it will perform the Services in accordance with industry standards and using reasonable care and skill. **THESE WARRANTIES ARE CLIENT'S EXCLUSIVE WARRANTIES AND REPLACE ALL OTHER WARRANTIES OR CONDITIONS, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OR CONDITIONS OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. WITH RESPECT TO MARKETING SERVICES, AGENCY DISCLAIMS ANY REPRESENTATIONS OR WARRANTIES OF EFFECTIVENESS, SPECIFIC BUSINESS RESULTS, OR SPECIFIC QUALITY OR QUANTITY OF RETURN OR RESPONSE.**
15. **ADA Compliance.** Where Agency's scope of work includes the design and development and/or maintenance of Client's website or app, Client acknowledges and understands that, unless otherwise provided for in an applicable SOW, Agency's scope of work does not include ensuring compliance with the Americans with Disabilities Act ("**ADA**") website accessibility requirements.
16. **Data Privacy Regulation Compliance.** Where Agency's scope of work includes the use of Client data or information, or consumer information assembled or processed by Client (collectively, "Data"), Client acknowledges and understands that, unless otherwise provided for in an applicable SOW, Agency's scope of work does not include ensuring compliance with U.S. federal or international data privacy regulations. Client shall be responsible for providing any and all specifications concerning use of any Data provided to Agency by Client. Without limiting any indemnification obligation of Client, Client further agrees it will indemnify and hold Agency harmless from Client's negligence or intentional failure to comply with applicable privacy or data security laws and regulations, rules, or industry codes and guidelines, including the CCPA or GDPR, relevant to any Data in possession or control of Agency related to a SOW between the parties.
17. **Right to Engage in Other Activities.** Client acknowledges and agrees that Agency may provide services of the same or a similar nature as the Services for one or more third parties during and after the term of this Agreement and that, except as expressly agreed to by the Parties in writing, nothing in this Agreement will operate to impair, restrict, limit, or prohibit Agency from providing any such services.
18. **Entire Agreement; Modifications.** This Agreement constitutes the sole Agreement of the Parties hereto and supersedes all prior agreements, promises, negotiations, or representations between the Parties not expressly stated herein. All subsequent modifications shall be in writing and signed by the Parties.
19. **No Joint Venture.** Nothing contained in this Agreement will be deemed or construed as creating a joint venture or partnership between the Parties. Agency is, and at all times will continue to be, an independent contractor.
20. **Severability.** The invalidity or unenforceability of any provision of this Agreement will not affect the validity or enforceability of any other provision hereof, each of which will remain in full force and effect, so long as the economic or legal substance of the transactions contemplated hereby is not affected in a manner materially adverse to any Party. Further, it is the intention of the

Parties that, if any court construes any provision or clause of this Agreement, or any portion thereof, to be illegal, void, or unenforceable because of the duration of such provision, such court shall reduce the duration, and, in its reduced form, such provision shall then be enforceable and shall be enforced.

21. Force Majeure. Agency shall not be deemed in default of this Agreement to the extent that its performance is prevented or delayed due to causes beyond its reasonable control, including, but not limited to, natural disaster, act of God, labor controversy, civil disturbance or act of terror, disruption of the public markets, war or armed conflict, pandemic, or the inability to obtain sufficient materials or services required in the conduct of its business, including Internet access, or any change in or the adoption of any law, judgment or decree.

22. Governing Law; Dispute Resolution. This Agreement shall be governed by and interpreted in accordance with the laws of the state of Pennsylvania without regard to its conflict of laws principles. Jurisdiction and venue for resolution of all disputes arising out of this Agreement shall be in Delaware County, PA.

Service Terms and Conditions

Statement of Work

This STATEMENT OF WORK ("**SOW**") is entered into by Dandelions Digital LLC (the "**Agency**") and the East Goshen Township (the "**Client**"). This SOW is being executed in connection with, and is governed by the terms of, the preceding MASTER SERVICES AGREEMENT (the "**Agreement**") entered into by the parties, which is incorporated herein by reference. Terms not defined herein shall have the meaning set forth in the Agreement.

Statement of Goals and Objectives for this SOW:

Goal

- Implementation of Municipal Full Service Digital Communications

Objectives

- Provide full service digital communications services across all municipal digital channels to increase resident engagement and awareness
- Provide monthly analytics reporting

2. Services. Agency shall provide the following services (the "**Services**"):

i. Media Management

- Monthly emailed newsletter
- At least 3 social media posts per week on official social media channels
- Website content updates to facilitate emailed newsletter and social media (calendar events, news, webpages & webforms)
- Press releases

ii. Design Services & Deliverables

- Social media, news and website graphics
- Event/program flyers
- Email banners
- Brochures

iii. Marketing Reports for 2024 (**CONFIRM YEAR**)

- Monthly Analytics Report for social media, email and website engagement

iv. Public Relations

- Press releases
- Social media monitoring for mentions, comments and public posts
- Monitor of mentions in news outlets
- Community surveys
- Advise on positioning in the news and on social media

3. Timeline

The timeline is subject to change in the event of delayed approvals, unavailability of third party vendors, media outlets or channels, or an agreed revision to the defined Services in this SOW or this Timeline.

Contract to be effective starting on January 1, 2026 through December 31, 2026.

4. **Fees.** As compensation for the Services, Client shall pay Company as follows:

2026 Media Spend (monthly FB ads)	\$100.00
2026 Monthly Contract Billing for 45 hours/month	\$3,400.00
<hr/>	
2026 Total Client Budget (month)	\$3,500 per month

The 2026 Retainer Fee is a minimum fee, and will be invoiced to, and payable by, the Client each month during the Term, in accordance with the Invoice Schedule below. All hourly work will be invoiced to client in accordance with the terms defined within the Agreement.

5. **Pre-Authorized Expenses.** Client shall pre-pay Agency for all media, travel, production and other third party expenses ("**Expenses**"), prior to Agency advancement of fees for same, or, upon the mutual agreement of the parties, invoiced to and paid by Client directly. In the event Agency agrees to advance any Expenses prior to Client advance payment for same, all invoices for such Expenses are due immediately upon receipt.

6. **Additional Software Cost:** ZenCity. All DandeLions Digital clients will be installed on ZenCity municipal engagement software. ZenCity will be owned by the client. The agency will act as the main admin on the software and will post to social media alongside up to 2 representatives of your choice. The software will allow us to post to social media, issue surveys, monitor and report on analytics and monitor sentiment analysis (social listening). In addition, the software monitors mentions in the local papers and news channels. We offer two options to pay for ZenCity (payable when proposal is accepted and signed):

Option 1 – **A payment of \$5,300 due upon proposal acceptance**

Option 2 – **Monthly payments of \$442**

Should we end our service agreement at any time, ownership of ZenCity will transfer to the client for the remainder of 2026 and any future agreement with the software company (ZenCity) will be at the discretion of the client.

7. **Invoicing Schedule for Services Fees.** Company shall issue invoices to Client as follows ("**Invoice Schedule**");

Invoice Date	Due Date	Non-Refundable Fees	Fee Description
01/29/2026	30 days	\$3,500.00	January Retainer Installment
02/27/2026	30 days	\$3,500.00	February Retainer Installment
03/27/2026	30 days	\$3,500.00	March Retainer Installment
04/29/2026	30 days	\$3,500.00	April Retainer Installment
05/29/2026	30 days	\$3,500.00	May Retainer Installment
06/29/2026	30 days	\$3,500.00	June Retainer Installment
07/29/2026	30 days	\$3,500.00	July Retainer Installment
08/28/2026	30 days	\$3,500.00	August Retainer Installment
09/29/2026	30 days	\$3,500.00	September Retainer Installment
10/29/2026	30 days	\$3,500.00	October Retainer Installment
11/27/2026	30 days	\$3,500.00	November Retainer Installment
12/29/2026	30 days	\$3,500.00	December Retainer Installment

\$42,000.00

2026 RETAINER TOTAL FOR SERVICES

8. **Media Purchases.** Media purchases of \$100.00 are included in the monthly retainer. Additional media purchases shall be separately budgeted and jointly agreed upon by the parties. Agency charges, and Client will pay an additional fee of 20% of all media purchased on behalf of Client, which may be invoiced either separately to Client or along with the invoices for third party media expenses. The Agency shall function as an authorized agent for media, production purchases, ad spends and associated fees for media placement and shall be held liable for such third-party expenses only to the extent proceeds have cleared from Client to Agency; otherwise, Client shall be solely liable to the media or other relevant third party.

10. **Term.** The term of this SOW shall commence on execution, and conclude on December 31, 2026 unless extended by the parties in writing ("**SOW Term**").

11. **Billing Terms.** All invoices from Agency to Client for Services are due pursuant to the schedule set forth in Item 6 of this SOW. Late payments are subject to late fees, collection costs recovery, and possible interruption of services pursuant to the terms and conditions of the parties' Master Services Agreement.



Agreement Summary

Sender	Dandelions Digital
Sent Date	Monday, January 19, 2026 5:32 PM
Recipient	East Goshen Township
Effective Start Date	On Acceptance
Payment Authority	None
Payment Method	None
Document ID	prop_nfxkntbmvbhaalyarygq
Status	Awaiting Acceptance
Option Selected	Pay for ZenCity Upfront

MEMO

Date: April 10, 2026

From: Derek Davis, Township Manager

To: Board of Supervisors

Re: Comprehensive Plan – RFP Examples

As a way to continue the discussion, I attached some RFP examples I was able to obtain from colleagues. If the board chooses to do this process outside of the county, we are probably at a point where we need to start crafting the document and getting it approved at a future board meeting in the next couple of months. As mentioned before, we have also been discussing the potential to incorporate some “planning-adjacent” items into this process as well so that will need to be discussed.

There is no motion on this subject tonight.



REQUEST FOR PROPOSALS

COMPREHENSIVE PLAN UPDATE

BOROUGH OF PHOENIXVILLE
351 BRIDGE STREET – SECOND FLOOR
PHOENIXVILLE, PA 19460

January 2, 2020

Introduction

The Borough of Phoenixville is seeking qualified consulting firms to submit statements of qualifications to update the Comprehensive Plan for the Borough of Phoenixville. Proposals will be accepted from individuals, firms, or groups of firms who can demonstrate they have the resources, experience, and qualifications to provide a range of professional planning and recommendations for update and review of the Borough of Phoenixville Comprehensive Plan.

The Borough of Phoenixville is an incomparable, safe, family-oriented, former steel town community, which is fiscally well-managed with well-maintained, up-to-date infrastructure and aesthetically pleasing residences and buildings that reflect the obvious pride of its citizens. This community is a cultural arts center with a robust economy anchored by a revitalized commercial district while retaining homeowner privacy and a small-town atmosphere.

Phoenixville's most recent Comprehensive Plan was adopted in 2011. The Borough's Zoning Ordinance was updated in 2013 and its Subdivision and Land Development Ordinance was updated in 2016. Chester County's *Landscapes 3* was adopted in 2018 and the Phoenixville Regional Comprehensive Plan Update was adopted in 2019. Phoenixville needs an updated planning document that addresses the Borough as a whole and takes the above components into account.

Phoenixville Borough, Chester County, Pennsylvania, is located about 25 miles northwest of Philadelphia. The Borough of Phoenixville (Borough) occupies about 3.8 sq. mi. and its current population is approximately 17,300. The surrounding area boasts some of the highest per capita incomes in the Commonwealth.

The Borough of Phoenixville is the core urban community of the Phoenixville Regional Planning Committee (PRPC) which includes Charlestown, East Pikeland, Schuylkill, and West Vincent Townships. The PRPC Comprehensive Plan will be updated in early 2020 to add West Whiteland Township into the PRPC. One of the goals of the regional collaboration is the concentration of development in the Borough which makes Phoenixville the urban center.

Planning Approach

A response to this RFP shall include the respondent's proposed methodology and approach, including a general timeline, for performing a review and update to the Comprehensive Plan. The Borough is looking forward to a planning approach that:

- A. Is innovative and unique to the Borough of Phoenixville;
- B. Balances the interests of all parties with a stake in the future of Phoenixville Borough and the Region;

- C. Educates the public and development community on best practices and on what comparable communities are doing;
- D. Creates a guide for land use decisions that are consistent with best practices for land development;
- E. Incorporates work completed on other related plans and projects that have been recently updated;
- F. Provides an awareness of the economic, social, and environmental consequences of future urban development; and
- G. Provides for diversified and thorough public involvement in the drafting and adoption process.

Scope of Services

The Borough is expecting a complete review of its Comprehensive Plan inclusive of recommendations of updates. The respondent shall submit a proposed general process for the project using past experience and best practices in similar communities. The comprehensive plan should address in detail a planning directive for 2021 – 2025 and provide tools to guide growth while considering observations and challenges for a planning horizon of 2021 – 2030.

Interagency coordination will be required. Coordination with other affected public agencies will be the responsibility of the selected consultant.

Once a contract has been approved by the Borough Council, key Borough personnel will be available for input, consultation, inquiry, and review of all aspects of the planning effort; but it is not envisioned that Borough staff will be directly responsible for any work elements other than those specifically described herein.

Project Tasks

The respondent's proposal should address each of the following Project Tasks:

1. Overview and Existing Information Review

The respondent shall analyze and critique existing plans, projects, studies, and agreements, as well as any additional information that may influence or impact the planning process.

2. Data Collection and Analysis

The respondent shall analyze historic, current, and projected data pertaining (but not limited) to: housing, population, employment, economic indicators, and land use statistics. Data should be organized by five-year increments and be used by the

respondent to identify major characteristics and shifts that will affect the Borough during the planning horizon.

3. Impacts of Regional Growth

The respondent shall review regional growth and offer recommendations for Phoenixville Borough to maintain a sustainable presence in the Region.

4. Goals and Objectives

The respondent shall develop a comprehensive and concise set of goals and objectives to guide decisions during the planning period.

5. Citizen Participation

A detailed citizen participation process shall be proposed by the respondent that is patterned after successful experiences the respondent had in prior plans they have prepared. The proposed approach should be very inclusive and incorporate innovative approaches to drawing diverse groups and ideas into the planning process. The respondent will be an integral part of the citizen participation process and will be expected to attend and participate in all meetings.

The citizen participation process may involve multiple approaches including (but not limited to): leadership interviews, community meetings, use of print and social media, and online communication.

The goals of the citizen participation process are to:

Educate involved parties about the comprehensive plan's role and importance to the community;

Disseminate information to interested and involved parties;

Provide effective and efficient mechanisms for gathering public input on various issues; and

Engage the community and build consensus throughout all phases of the planning process.

6. Methodology

Evaluate, expand and refine the planning elements of the Regional Comprehensive Plan and *Landscapes 3* in order to address specific Borough Comprehensive Plan needs. This will include a set of Plan Recommendations for each of the following nine (9) planning elements:

1. Land Use Plan
2. Environmental and Natural Resources Plan
3. Housing Plan
4. Economic Development Plan

5. Community Facilities Plan
6. Transportation and Circulation Plan
7. Cultural Resources Plan
8. Parks, Recreation, Trails, and Open Space Plan
9. Implementation Plan

Specific Response Requirements

All proposals should be submitted in accordance with the instructions detailed below. Responses should address the following requests for information or questions.

1. Letter of Transmittal

Each proposal should be accompanied by a letter of transmittal which summarizes the key points of the proposal and which is signed by an authorized officer.

2. Firm Experience and Qualifications

- A. Provide an overview of the firm and its qualifications. Include the location of your firm's primary office, as well as any other offices in the Commonwealth of Pennsylvania or other states.
- B. Provide summaries of experience for each individual who would be assigned to represent the Borough. Then describe the specific roles that each would be expected to play with respect to the Borough and identify the lead or senior planner.
- C. Provide detailed resumes for each of the planners summarized above.
- D. Describe your firm's relevant municipal experience for the past five (5) years.
- E. Describe your firm's equal employment opportunity policies and programs.
- F. Submit evidence of errors and omissions insurance coverage.
- G. Submit three (3) references for different municipalities of like size with names and direct line telephone numbers.

3. Conflicts of Interest

- A. Describe any material financial relationships that you or your firm or any employee has with any individual or organization that may create a conflict of interest in representing the Borough.

- B. Describe any family relationship that any employee of your firm has with any public servant that may create a conflict of interest or the appearance of a conflict of interest in representing the Borough.
- C. Describe any other matter that your firm believes may create a conflict of interest or the appearance of a conflict of interest in representing the Borough and the manner in which such conflicts described in this paragraph will be resolved.

4. Fee Proposals

The Borough of Phoenixville will enter into a contract for professional consulting services based on a fixed-price (or lump sum) to the contractor for the specified scope of services. Incremental payments to the consultant will be made at the completion of major tasks with a “not to exceed” contract amount. Ten (10) percent of the contract price will be held as final payment upon delivery of the final products. The exact payment schedule will be negotiated and determined as part of the contract and shall be based on the budget provided with the proposal.

5. Evaluation Criteria and Selection Process

The Borough Council reserves the right to:

- A. Select a proposal in its entirety or some portion(s) thereof;
- B. Reject any and all proposals, in whole or in part;
- C. Waive irregularities;
- D. Request oral presentations and/or individual interviews from those individuals or firms determined to be in a competitive range;
- E. Make the final selection using criteria judged to be the maximum benefit to the Borough as a whole.

6. Selection Criteria

The Borough will establish an order of ranking of a minimum of three (3) firms based on the Borough’s evaluation of the Proposals received in response to this solicitation. The final ranking will be established directly from the Proposals. The following factors, listed in order of importance, will be considered by the Borough during the evaluation of the business partners submitting Proposals:

- A. The firm’s ability to support and provide expertise in Comprehensive Plan development for the Borough of Phoenixville.

Weight: (40 points)

- B. The relevant municipal experience of the firm and the extent to which the firm is qualified to successfully complete any of the tasks identified in the Project Tasks.

Weight: (25 points)

- C. The firm's understanding of the Borough's growth and ability to assist the Borough in managing its growth and revitalization.

Weight: (15 points)

- D. The firm's understanding of the Borough's growth and ability to assist the Borough in reviewing and managing the impacts by existing or new development projects.

Weight: (10 points)

- E. The firm's understanding of various grant programs and ability to assist the Borough in applying for such programs.

Weight: (10 points)

7. Proposal Submission

- A. Proposals, including any/all attachments, cover letter and tabs should not exceed ten (10) pages in length on 8 ½" x 11" paper, single spaced using a minimum font size of 12 pt. **Please do not provide marketing materials.**
- B. Proposals shall be scanned as a PDF file and submitted in electronic format via email or included with the hard copy submission. Faxed proposals will **not** be accepted.
- C. One (1) original hard copy of the proposal to be submitted.
- D. Proposal must be received by 12:00 noon EST on Thursday, February 6, 2020.
- E. Original Proposal to:

Borough Manager
351 Bridge Street, Second Floor
Phoenixville, PA 19460
Attn: Comprehensive Plan Update RFP

F. PDF Proposal to:

manager@phoenixville.org

Subject line shall be: Comprehensive Plan Update RFP

G. Any questions regarding the RFP should be addressed to Borough Manager. Last day for questions will be COB, Monday, February 3, 2020.

H. The entire RFP and any Addendum will be included on the website at <http://www.phoenixville.org/Bids.aspx>

Insurance.

The Successful Bidder shall maintain general public liability insurance, which shall include coverage for acts of independent contractors or subcontractors, in an amount not less than \$1,000,000 for each occurrence and \$2,000,000 in the aggregate. The Successful Bidder shall also maintain property damage insurance in an amount not less than \$500,000 for each occurrence and \$1,000,000 in the aggregate. With submission of the signed Agreement, the Successful Bidder shall submit evidence of the required insurance coverage naming the Borough as additional insured or (co-insured as appropriate) and agrees to provide copies of the policies of insurance upon request by Borough. Such insurance shall be carried with financially responsible insurance companies, licensed in Pennsylvania and approved by the Borough and shall be kept in force during the entire term of the Agreement.

Selection Timetable

The Borough is seeking grant funding from the Chester County Vision Partnership Program (VPP) which is due February 14, 2020. Selection will be based on proposals submitted, Staff's recommendation, and final determination by Borough Council.

End of Request for Proposal

REQUEST FOR PROPOSALS (RFP)
COMPREHENSIVE PLAN
TOWNSHIP OF HAVERFORD
DELAWARE COUNTY, PENNSYLVANIA

THE TOWNSHIP OF HAVERFORD, DELAWARE COUNTY, PENNSYLVANIA (hereafter, the "Township") seek proposals from Qualified Professional Planning Consultants to provide an implementable, action-oriented 10-Year Municipal Comprehensive Plan (MCP).

1.0 BACKGROUND

The Township of Haverford has maintained the same Comprehensive Plan since 1988, with two specific plan amendments: historic heritage (1995) and business district study (2009).

2.0 SCOPE OF WORK:

The Township seeks a qualified planning consultant with considerable comprehensive planning experience relative to generally accepted planning principals and those principals indentified in the Pennsylvania Department of Community and Economic Development's "Creating an Implementable Comprehensive Plan" Workbook and Reference Version 1.1, dated August 27, 2012.

2.1 The Planning Consultant must be able to provide a full range of planning services necessary to complete the MCP, including:

2.1.1 Collect and analyze data needed to explore past trends and future growth of population, impacts on economics, commerce, resources, public services, infrastructure, housing, environmental, and transportation.

2.1.2 Review smart growth principals.

2.1.3 Examine goals and policies for preservation of natural resources, sensitive or endangered environments, recreation and open space and stormwater management practices.

2.1.4 The MCP shall comport with the Pennsylvania Municipalities Planning Code, 53 P.S. §10101 et seq., as amended.

2.1.5 The MCP shall describe an action-oriented implementation plan acceptable to the Township.

2.1.6 The MCP shall identify key partners including those from the following sectors:

- .1 Private business entities (developers, small business, financial managers, etc.)
- .2 Residents
- .3 Public and Private Education entities and/or organizations
- .4 Civic and non-profit organizations
- .5 Public utilities and transportation entities

2.1.7 The MCP shall review the Township's current zoning district overlays and provide recommendations for modifications to the limits of existing districts or the establishment of new districts.

2.1.8 The MCP shall develop maps and materials necessary for the completion of the MCP.

2.1.9 The MCP shall provide or subcontract traffic consulting services to analyze the need for public transportation and infrastructure, public parking, bicycle and pedestrian way facilities.

2.1.10 The MCP shall update and analyze demographic data.

2.1.11 The MCP shall develop goals and objectives acceptable to the Township officials and stakeholders.

2.1.12 The MCP shall develop an action-oriented, implementation plan.

2.1.13 The consultant shall prepare a citizen survey/questionnaire for general circulation by civic organizations.

3.0 PUBLIC PARTICIPATION

It is anticipated that a minimum of four (4) public meetings will be needed to permit adequate opportunity for community input and "buy-in". The meetings will include the following; a listening session, a data review session and two meetings with the Haverford Township Planning Commission. Additional meetings may be required for focused review as needed, including focus meetings with business and civic groups.

It is anticipated that citizen surveys will be circulated and an analysis and discussion of the results.

4.0 TIMELINE (subject to change)

December 12, 2018:	RFP Release
January 16, 2019:	Proposals Due
January 23, 2019:	Comprehensive Plan Steering Committee Review Process
February 2019:	Interviews with Consultants
March 2019:	Comprehensive Plan Steering Committee Recommendation to Board of Commissioners

5.0 DELIVERABLES

5.1 Draft Document – Fifteen (15) bound copies, one (1) unbound copy and an electronic version in Microsoft Word shall be submitted at least two (2) weeks prior to the initial public meeting.

5.2 Final Document – Twenty (20) bound copies, one (1) unbound copy and one (1) electronic PDF file of the Comprehensive Plan, including all maps, charts and other graphics.

6.0 LINKS TO RESOURCES:

- 6.1 Township of Haverford Website: www.haverfordtownship.org
- 6.2 Haverford Township Comprehensive Plan (1988) [Res. 792-87]
 - (i) Volume One:
http://www.haverfordtownship.org/egov/documents/1266949270_674133.pdf
 - (ii) Volume Two:
http://www.haverfordtownship.org/egov/documents/1266953557_65246.pdf
- 6.3 Haverford Township Comprehensive Plan Amendment (1995) [Res. 1109-95]
Adopting the Historic Resources Survey, Haverford Township, Delaware County, Pennsylvania, prepared by the Delaware County Planning Commission and dated 1994:
 - (i) http://www.haverfordtownship.org/egov/documents/1350414638_864471.pdf
 - (ii) http://www.haverfordtownship.org/egov/documents/1350414800_366302.pdf
 - (iii) http://www.haverfordtownship.org/egov/documents/1350414911_178497.pdf
 - (iv) http://www.haverfordtownship.org/egov/documents/1350415113_157562.pdf
 - (v) http://www.haverfordtownship.org/egov/documents/1350416584_585113.pdf
 - (vi) http://www.haverfordtownship.org/egov/documents/1350416584_585113.pdf
 - (vii) http://www.haverfordtownship.org/egov/documents/1350418997_851379.pdf
 - (viii) http://www.haverfordtownship.org/egov/documents/1350419073_113220.pdf
 - (ix) http://www.haverfordtownship.org/egov/documents/1350497741_789825.pdf
 - (x) http://www.haverfordtownship.org/egov/documents/1350497813_894866.pdf
 - (xi) http://www.haverfordtownship.org/egov/documents/1350497919_693237.pdf
 - (xii) http://www.haverfordtownship.org/egov/documents/1350498010_400970.pdf
- 6.4 Haverford Township Comprehensive Plan Amendment (2009) [Res. 1708-2009]
Providing detailed study of certain business districts
 - (i) Part One:
http://www.haverfordtownship.org/egov/documents/1395086375_95547.pdf
 - (ii) Part Two:
http://www.haverfordtownship.org/egov/documents/1395086533_18812.pdf
 - (iii) Part Three:
http://www.haverfordtownship.org/egov/documents/1395087251_99406.pdf
 - (iv) Part Four:
http://www.haverfordtownship.org/egov/documents/1395087416_56217.pdf
 - (v) Part Five:
http://www.haverfordtownship.org/egov/documents/1395087549_18664.pdf
 - (vi) Part Six:
http://www.haverfordtownship.org/egov/documents/1395087950_3445.pdf
- 6.5 Delaware County, PA Comprehensive Plan
<http://www.co.delaware.pa.us/planning/DelawareCounty2035.html>
- 6.7 The General Laws of the Township of Haverford (Code of Ordinances)
<http://ecode360.com/HA0527?needHash=true>
- 6.8 Solid Waste Cooperative Agreement
<http://ecode360.com/12162616>
- 6.9 Wastewater Agreements
- 6.10 MS4 Permits

6.11 Water Services Agreements

7.0 PROPOSALS:

Firms or individuals having capabilities to perform this work and desiring consideration for selection are invited to submit their proposal to the attention of: Lawrence Gentile, Manager, Township of Haverford.

Proposals shall include:

Past experience of the firm or individual on similar projects; the professional qualifications of the staff to be assigned to this work; proposed schedule for the submission of the assessment to the Steering Committee and; proposed contract and fee schedule.

Proposals must be submitted and accepted by Haverford Township by 12:00 noon, E.S.T., on_____. The submitting party acknowledges that Haverford Township reserves the right to reject any and all proposals or portions thereof, to cancel the solicitation requested under this RFP, and to re-advertise the solicitation for these services.

The Township of Haverford strongly encourage small, minority, female-owned, and Disadvantaged Business Enterprises to respond to this solicitation.



**REQUEST FOR PROPOSALS
COMPREHENSIVE PLAN UPDATE
BOROUGH OF WEST GROVE**

117 Rosehill Ave
West Grove, PA 19390

I. INTRODUCTION

The Borough of West Grove is seeking qualified consulting firms to submit statements of qualifications to update the Comprehensive Plan for the Borough of West Grove.

Proposals will be accepted from individuals, firms, or groups of firms who can demonstrate they have the resources, experience, and qualifications to provide a range of professional planning and recommendations for update and review of the Borough of West Grove Comprehensive Plan.

West Grove's most recent Comprehensive Plan was adopted in 2003. The Borough's Zoning Ordinance was updated in 2015. Chester County's Landscapes 3 was adopted in 2018. West Grove needs an updated planning document that addresses the Borough as a whole and takes the above components into account.

When this Municipal Comprehensive Plan is completed, it will provide the Borough of West Grove with a road map for community improvement as it relates to economic development, environmental and cultural stewardship, housing and transportation, and community services, space, and amenities. In the past 10-15 years, the population and residential demographic of the Borough of West Grove has changed dramatically. Many younger residents, families, and English Language Learners have moved to West Grove because of its affordability, proximity to employment opportunities, necessary services, and excellent school system.

However, while the population of the borough has changed, the strategic direction and leadership has remained stagnant. In January of 2020, four new individuals, of diverse backgrounds more representative of the entire community, were officially sworn in as councilmembers. Subsequently, the Offices of the Council were also reorganized under new leadership. With a change in leadership comes energy for change and improvement for the newer and more representative residents of the community.

West Grove is looking for an innovative and creative Comprehensive plan that is easily understood across the array of local stakeholders in addition to being an illustrative and easy to use guide for future planning decisions. The Comprehensive Plan should be easy to use and understand across the spectrum of different ages, education levels, and various stakeholders from Borough Council, business persons, or new residents.

Additionally, it should be welcoming and visually appealing, and should include local pictures in addition to illustrations and renderings of concepts being proposed by plan recommendations. A new Comprehensive Plan should be easily translated to implementation for the municipality, stakeholders, and residents.

Further, PA MPC Act 247 requires municipalities to review their comprehensive plan every ten years. The Borough of West Grove has not updated our plan since 2003. This new plan would achieve this State goal and objective.

Community Profile:

The Borough of West Grove is an incomparable, safe, family-oriented, and diverse community, which is fiscally well-managed. The downtown infrastructure and Main Street economy is minimal, but serves the community well.

West Grove Borough, Chester County, Pennsylvania, is located about 30 miles southwest of Philadelphia. The Borough of West Grove (Borough) occupies about 1 sq. mi. and its current population is approximately 2,800. The population of West Grove, PA is 49.4% White Alone, 43.5% Hispanic or Latino, and 5.81% Black or African American Alone. A portion of the population in West Grove, PA speak a non-English language, and 75.3% are U.S. citizens. In 2017, West Grove, PA had a population of 2.86k people with a median age of 31.7 and a median household income of \$60,887.

The Borough of West Grove is a small urban community completely surrounded by London Grove Township, and wishes to include regional projects and insight into the Comprehensive Planning Process.

Community Vision:

West Grove envisions becoming a more connected community, both physically and across the diverse groups of residents. The Borough desires to create more community-building opportunities through the physical make-up of the downtown corridor as well as sponsored community activities and events, such as farmers markets or vendor markets. Our vision is to have a greater diversity in commercial businesses and services to the community, while ensuring that the needs of all of our residents are considered. The Borough desires to retain our young and family focused population, and offer them kid-friendly businesses and activities.

Connection to Landscapes3 Plan:

Through a Municipal Comprehensive Plan, the Borough of West Grove proposes to advance several elements of Chester County Planning Commission's Landscapes3 Plan. West Grove's major initiatives will align with the overall county goals of Preserve, Protect, Appreciate, Live, Prosper, and Connect. Specific objectives include, but will not be limited to the following;

- **Preserve: Objective** - Promote the benefits of protecting and appropriately managing open space by pursuing initiatives that inform and educate. Through Recommendation #4, we plan to advance the stewardship of natural features through creating additional recreation properties within the Borough of West Grove. This objective should be realized through the establishment of a Parks and Recreation/Environmental Oversight Committee of the council tasked with evaluation of existing recreational space and increased investment in parks and open space within the Borough.
- **Appreciate: Objective** - Preserve historic resources in their context while supporting appropriate reuse as a vital part of our community infrastructure and character. Through Recommendation #7, we plan to enhance the protection of historic resources and promote adaptive reuse and compatible development of current structures within the Borough of West Grove. This objective should be realized through

advancing public private partnerships, community market analysis, and neighboring municipal partnerships.

- **Prosper: Objective** - Support redevelopment and strategic infrastructure investment to maximize community assets, capitalize on existing infrastructure, and provide areas for residential and commercial growth. Through Recommendations #2, #3, #4, #6, and #8, we plan to revitalize the Borough of West Grove's Urban Center by retaining and expanding existing businesses while also creating and growing new businesses and improving our Main Street infrastructure. This objective should be realized through flexible zoning, support and coordination of existing and potential businesses as it relates to walkability, sense of place, marketing, and events.
- **Protect: Objective** - Ensure a safe, clean, and long-term supply of water to meet the current and future needs of residents and businesses. We plan to protect natural resources by updating and enhancing policies and regulations at a municipal level as well as improving the storm water management and wastewater treatment system.
- **Connect: Objective** - Provide universally accessible sidewalks, trails, and public transit connections. Through Recommendation #1, we plan to advance the implementation of transportation improvements through evaluating pedestrian and automotive transportation and parking as it relates to access for new and growing businesses in the main street corridor. This objective should be realized through improved traffic flow, parking, site amenities, and sidewalk systems.
- **Live: Objective** - Provide opportunities for a diverse housing mix that complements community character and contributes to vibrant, safe, and inclusive neighborhoods. Through Recommendations #1, #2, and #11 ,we plan to identify opportunities to increase and improve affordable housing options, recreational activity sites, and social and educational services in our community. This objective should be realized through updated and adaptive housing policies, new approaches to identify and provide affordable housing options, and public/private partnerships for housing development and redevelopment.
- **Connect: Objective** - Ensure that rail, aviation, and select highway facilities provide for a safe, efficient, and competitive transport of freight, goods, and people through and within the county. Through Recommendation #2, we plan to advance multimodal transportation options and participate in the creation of a trail system. This objective will be realized through the participation and leadership in the Southern Chester County Circuit Trail Feasibility Study as directed by the Chester County Planning Commission as well as expanding on current infrastructure.

II. RESPONSE

A response to this RFP shall include the respondent's proposed methodology and approach, including a general timeline, for performing a review and update to the Comprehensive Plan.

The Borough is looking forward to a planning approach that:

- Is innovative and unique to the Borough of West Grove;
- Balances the interests of all parties with a stake in the future of West Grove Borough and the Region;
- Educates the public and development community on best practices and on what comparable communities are doing;
- Creates a guide for land use decisions that are consistent with best practices for land development;
- Incorporates work completed on other related plans and projects that have been recently updated;
- Provides an awareness of the economic, social, and environmental consequences of future urban development; and
- Provides for diversified and thorough public involvement in the drafting and adoption process.

III. SCOPE OF WORK

1. Background and Analysis Mapping

Project Initiation:

An initial meeting with the Borough Council, Borough Manager, and Comprehensive Plan Task Force involving an overview of the Scope of Services, Planning Process, Schedule, and plan logistics; Mapping exercise designed to assess the Committee's top issues and opportunities; Exercise designed to gather the Committee's visions for the future of the Borough; and To the extent feasible, background materials will be submitted to the Committee for review.

Deliverable: Summary of Committee members' visions for the Borough, identification of critical issues and opportunities.

Mapping:

Creation of a base map consisting: Existing Land Use and Zoning; Natural Features; Community Facilities, including, but not limited to: public parks, natural areas, trails, sidewalks, institutional uses (Borough Building, Library, Post Office) and preserved lands, schools, sewer and water infrastructure; and Historic resources, to be coordinated with Chester County's historic resource atlas efforts.

Deliverables: Updated maps and inventories for each of the above elements to be included in the background reports, plan text or appendices, or used as working product for task force meetings.

Background Reports and Analysis

- Review of relevant regional (i.e., Landscapes3 and associated plans) and local plans, including a summary of the Borough's past Comprehensive Plan and London Grove Township's current plan;
- Updated demographic data for population, housing, and employment in the Borough, as well as projections and trends for these areas, based upon DVRPC and Census data, and compared to surrounding municipalities;
- Engage public, stakeholder, and community comment through interviews, outreach, and public meetings;
- Existing land uses, and zoning and subdivision and land development regulations and policies;
- Development potential: this section shall include a map of lands available for development and a build-out analysis calculating the current capacity of these lands in accordance with existing zoning.
- Natural features, with a particular emphasis on threatened or compromised resources;
- Community Facilities and Services, highlighting areas that could have significant impacts to future development and/or be impacted by future development;
- Open spaces and parks;
- Interconnectivity and Trails, in coordination with the Southern Chester County plan and other area specific plans, as well as background on the trail planning efforts of adjacent municipalities, especially London Grove Township; and
- Provide a summary of the transportation issues and plans to date and the influences for future planning.

Deliverable: Comprehensive Background Report with updated maps, inventories and analysis of key trends and issues.

2. Goals and Objectives; Prioritization of Key Issues

Summary of Major Opportunities and Challenges

A variety of exercises may be used to identify priority areas, with the identification of 4 to 5 five Key Issue Areas anticipated. These issues will provide the organizing framework of the Comprehensive Plan.

Deliverable: Comprehensive listing of key issues

Goals and Objectives

Develop a draft Community Vision and Mission Statement that reflects the Borough's values and desired future state (vision) as well as the core principles for achieving that vision (mission). Develop a set of goals and objectives addressing the Key Issue Areas

Deliverables: Community Vision and Mission statements; Goals and objectives for each of the identified Key Issue Areas

3. Comprehensive Plan Recommendations

Deliverable: Recommendations for each Key Issue and Functional Elements

Stakeholder interviews and Community Outreach .

Develop a comprehensive list of recommendations for each Key Issue. Recommendations will be analyzed for broad feasibility, funding potential, and other criteria including but not limited to incorporating maps, illustrations, or renderings that might assist in furthering plan recommendations. This type of viability analysis will ensure that recommendations are realistic and will have lasting relevance to plan users.

Ensure compliance with the Pennsylvania Municipalities Planning Code (MPC) for each of the following areas:

- (a) Land use
- (b) Natural Features and Conservation
- (c) Trails, Greenway and Interconnectivity
- (d) Transportation
- (e) Community Facilities and Services
- (f) Historic Preservation
- (g) Energy Conservation Plan
- (h) Affordable Housing

Deliverable: Draft chapters on Key Issues with Key Findings, background information, and Recommendations.

4. Action Plan

Prepare a draft Action Plan that summarizes the plan recommendations by Key Issue and further describes implementation phasing, responsible party, and potential funding opportunities

Deliverable: Draft Action Plan categorized by implementation phasing, responsible party, and potential funding opportunities. Provide insight into ongoing recommendations for inter-municipal cooperation.

5. Citizen Participation & Meetings

Comprehensive Plan Committee Meetings to be held at least bi-monthly, and for a span of six to ten months.

Throughout the Comprehensive Plan Development, the Task Force/Consultants will solicit resident and community input. This will include, but not be limited to: interviews with key stakeholders and leaders throughout the community, engaging with other local groups and organizations, multiple open public meetings, at least one public vision session at the onset of the project, and surveys of residents on the Action Plan, Key Issues, and Opportunities.

West Grove Borough intends to host several Public Meetings/Hearings to solicit feedback on the plan and improve residential support for the initiatives.

Community Visioning Sessions including Community Preference Survey: West Grove Borough will develop an Online Survey to build on the input received from the Community Visioning Session and expand the Plan’s outreach.

Deliverable: Summary of Stakeholder interviews in terms of key issues and trends

IV. SCHEDULE:

Comprehensive Plan Process Timeline:

Month 1: Award Notification - April 2020

Month 2: Comprehensive Plan RFP Open - May 2020

Months 3 - 4: Review RFPs and interview/select consulting firm - June/July 2020

Months 5 - 6: Create Comprehensive Plan Task Force - August 2020

Months 1 - 14: Planning Process (See Scope of Work)

Month 15: Complete Plan

Months 15-18: Plan Adoption

V. APPLICATION:

Specific Response Requirements

All proposals should be submitted in accordance with the instructions detailed below. Responses should address the following requests for information or questions.

1. Letter of Transmittal - Each proposal should be accompanied by a letter of transmittal which summarizes the key points of the proposal and which is signed by an authorized officer.

2. Firm Experience and Qualifications

A. Provide an overview of the firm and its qualifications. Include the location of your firm’s primary office, as well as any other offices in the Commonwealth of Pennsylvania or other states.

B. Provide summaries of experience for each individual who would be assigned to represent the Borough. Then describe the specific roles that each would be expected to play with respect to the Borough and identify the lead or senior planner.

C. Provide detailed resumes for each of the planners summarized above.

- D. Describe your firm's relevant municipal experience for the past five (5) years.
- E. Describe your firm's equal employment opportunity policies and programs.
- F. Submit evidence of errors and omissions insurance coverage.
- G. Submit three (3) references for different municipalities of like size with names and direct line telephone numbers.

3. Conflicts of Interest

- A. Describe any material financial relationships that you or your firm or any employee has with any individual or organization that may create a conflict of interest in representing the Borough.
- B. Describe any family relationship that any employee of your firm has with any public servant that may create a conflict of interest or the appearance of a conflict of interest in representing the Borough.
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5. Evaluation Criteria and Selection Process

The Borough Council reserves the right to:

- A. Select a proposal in its entirety or some portion(s) thereof;
- B. Reject any and all proposals, in whole or in part;
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directly from the Proposals. The following factors, listed in order of importance, will be considered by the Borough during the evaluation of the business partners submitting Proposals:

- A. The firm's ability to support and provide expertise in Comprehensive Plan development for the Borough of West Grove. Weight: (40 points)
- B. The relevant municipal experience of the firm and the extent to which the firm is qualified to successfully complete any of the tasks identified in the Project Tasks. Weight: (25 points)
- C. The firm's understanding of the Borough's growth and ability to assist the Borough in managing its growth and revitalization. Weight: (15 points)
- D. The firm's understanding of the Borough's growth and ability to assist the Borough in reviewing and managing the impacts by existing or new development projects. Weight: (10 points)
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- A. Proposals, including any/all attachments, cover letter and tabs should be provided on 8 ½" x 11" paper, single spaced using a minimum font size of 12 pt. Please do not provide marketing materials.
- B. Proposals shall be scanned as a PDF file and submitted in electronic format via email or included with the hard copy submission. Faxed proposals will not be accepted.
- C. One (1) original hard copy of the proposal to be submitted via mail.
- D. Proposal must be received by Friday, June 19th, 2020 by COB.
- E. Original Proposal to:
Greg McCummings, Borough Manager
117 Rosehill Ave
West Grove, PA 19390
Attn: Comprehensive Plan Update RFP
- F. PDF Proposal to:
gmccummings@westgroveborough.org
Subject line shall be: "Comprehensive Plan Consultant Proposal"
- G. Any questions regarding the RFP should be addressed to Borough Manager. Last day for questions will be COB, Monday, June 15th, 2020.
- H. The entire RFP and any Addendum will be included on the website at www.westgroveborough.org

8. Insurance

The Successful Bidder shall maintain general public liability insurance, which shall include coverage for acts of independent contractors or subcontractors, in an amount not less than \$1,000,000 for each occurrence and \$2,000,000 in the aggregate. The Successful Bidder shall also maintain property damage insurance in an

amount not less than \$500,000 for each occurrence and \$1,000,000 in the aggregate. With submission of the signed Agreement, the Successful Bidder shall submit evidence of the required insurance coverage naming the Borough as additional insured or (co-insured as appropriate) and agrees to provide copies of the policies of insurance upon request by Borough. Such insurance shall be carried with financially responsible insurance companies, licensed in Pennsylvania and approved by the Borough and shall be kept in force during the entire term of the Agreement.

9. Selection Timetable

The Borough has received funding from the Chester County Vision Partnership Program (VPP). Selection will be based on proposals submitted, staff's recommendation, and final determination by Borough Council.

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

Date: April 9, 2026

To: Board of Supervisors

From: Mark Miller and Lynn Werkheiser

Re: 2026 Trash Contract Bid

East Goshen's current contract with our trash hauler, AJ Blosenski, ends on December 31, 2026. We need to start the bidding process now in order to get a new trash contract in place to start January 1, 2027.

We recommend that the Board approve the solicitation of bids for waste collection service to match our current contract:

- **Collection Type:** Manual collection (vs automated collection)
- **Trash Pickup:** Twice per week
- **Recycling Pickup:** Once per week
- **Yard Waste Pickup:** Once per week
- **Bulk Trash Pickup:** Once per week

We recommend manual collection on the above schedule for the following reasons:

- Automated collection limits the amount of trash and recycling to one toter of each per pickup. Our residents have long been accustomed to manual service with no limits on amount of trash and recycling, and we believe the response to a big change like that would be overwhelmingly negative. We would be inundated with complaints from angry residents.
- Cardboard is not eligible for automated recycling pickup because it gets stuck in the toters and when the automated arm tries to empty the toters into the truck, nothing comes out. West Goshen had to set up an onsite cardboard drop-off center at their township building to get around this issue when they went to automated collection.
- At the current frequency of collections, sometimes the trucks fill up before the route is finished, so going to a schedule with less frequent collections would not accommodate the amount of trash, recycling, and yard waste generated each week in East Goshen.

East Goshen Township
1580 Paoli Pike
West Chester, PA 19380
E-mail mmiller@eastgoshen.org

May 28, 2025 - The Board of Supervisors of East Goshen Township, Chester County, Pennsylvania is soliciting bids for the collection of municipal waste and recyclable materials in the Township. The Contract awarded will be for a three (3) -year period with the option to extend the contract for two (2) successive one -year periods.

Sealed proposals including one copy of the **proposal** form and other documentation must be submitted to the East Goshen Township Director of Public Works, 1580 Paoli Pike, West Chester, PA 19380, by no later than 10:00 AM on **August 23, 2025**, at which time the bids will be opened and read aloud.

Each proposal shall be accompanied by a certified check or bid bond in the amount of One Hundred Thousand Dollars (\$100,000.00). A bidder may not withdraw their bid for a period of ninety (90) days after the bid opening. The successful bidder shall furnish a performance bond as required by **Section 3.08** of the Special Conditions within fourteen (14) days of the contract award.

Bid specifications and proposal forms may be obtained from the East Goshen Township website, www.eastgoshen.org. See "RFP and Bid Notices" under the "Services" tab.

Questions regarding this bid will be accepted during the following times: **Add dates & times - directed to the undersigned at mmiller@eastgoshen.org or (610) 692-7171.**

The Board of Supervisors of East Goshen Township reserves the right to waive technicalities, to reject any or all bids or items herein, and to make the award that is in the best interests of the Township.

Mark S. Miller
Director of Public Works

Please publish **(two dates)**
Please send proof of publication and invoice to:
Lynn Werkheiser
lwerkheiser@eastgoshen.org
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

JULY 19, 2025

EAST GOSHEN TOWNSHIP
MUNICIPAL WASTE AND RECYCLABLE MATERIALS COLLECTION CONTRACT

INSTRUCTIONS TO BIDDERS

1. SCOPE OF WORK: The work to be performed shall consist of the collection of all "municipal waste" as defined by the Solid Waste Management Act, Act of July 7, 1980, P.L. 380, No. 97, 35 P.S. 6018.101 et seq. (hereinafter referred to as "Act 97"), Yard Waste and Leaf Waste from residences within the boundary of the Township of East Goshen Township, Chester County, Pennsylvania (hereinafter referred to as "Township"). The waste shall then be transported to the Lanchester Landfill for disposal. **The Township will pay the tipping fee at the landfill. The term "tipping fee" includes any charges imposed by Lanchester Landfill for the disposal of Municipal Waste, Yard Waste, Leaf Waste, Christmas trees or Bulk Trash.** It is also the intent of the Township under this contract to continue an existing program of the collection of recyclable materials in accordance with the provisions of Section 304(c) of the Municipal Waste Planning, Recycling and Waste Reduction Act, Act of July 28, 1988, P.L. 556, No. 101, 53 P.S. 4000.304(c) (as amended) (hereinafter referred to as "Act 101").

1.01 Invitation to Bid:

In accordance with the Advertisement for Bids, sealed proposals are invited to be submitted for the performance of the work described herein and in the Advertisement for Bids.

The price(s) stated in the bid proposal shall cover all costs of any nature incident to or growing out of the work including labor, material, equipment, transportation, and all else necessary to perform and complete the work in the manner and within the time specified in the Bid Specifications.

There will be a mandatory pre-bid conference for this contract on **Wednesday, May 28, 2025 at 10:30 A.M.** at the Township Municipal Building at 1580 Paoli Pike, West Chester, PA 19380.

1.02 Receipt of Bids:

Sealed proposals for performing the work described herein shall be received until 10:00 a.m. on **June 11, 2025, at** the Township Building, 1580 Paoli Pike, West Chester, PA 19380, at which time the bids will be opened and publicly read.

Bids received after the time specified for the public opening of bids will not be considered or accepted and will be returned unopened. It is intended that the award of the contract will be made by the Township or all bids rejected within sixty (60) calendar days from the date of opening the bids.

1.03 Copies of Contract Documents:

A full description of the work to be bid and of the requirements, provisions, and details thereof, is given in these Specifications **dated April 22, 2025**, copies of which may be obtained at the Township Building, 1580 Paoli Pike, West Chester, PA 19380.

1.04 Bid Security:

Each proposal shall be accompanied by a proposal guaranty payable to East Goshen Township in the amount of One Hundred Thousand Dollars (\$100,000.00) to ensure the proper execution of the contract. The proposal guaranty shall be either a certified check drawn on a bank or trust company satisfactory to the Township, or a bid bond prepared on the form enclosed, duly executed by the bidder as principal, and having as surety thereon a surety company approved by Township.

In the event any bidder shall, upon the award of the contract to it, fail to execute the contract or comply with the requirements hereinafter stated, the full amount of the proposal guaranty shall be forfeited to the Township as liquidated damages (not a penalty). The proposal guaranty of all bidders will be returned upon execution of the contract by the successful bidder.

1.05 Preparation of Proposals:

Proposals shall be submitted on the Bid Proposal Form furnished by the Township, properly filled out in ink or typed, and shall be duly executed by an authorized representative of the bidder. The bidder shall state in the proposal the price per unit of measure and lump sum price.

If the total price on any proposal is found to be incorrectly computed, the Township reserves the right to make such changes as are necessary in the extended amounts and total price on the basis of unit and lump sum prices given and the approximate quantities stated for the scheduled items therein.

1.06 Submitting Proposals:

All bids must be submitted on the Bid Proposal Form furnished by the Township. The proposal, together with the proposal guaranty, shall be enclosed in an opaque sealed envelope, bearing on the outside the name and address of the bidder as well as the title of contract as given in the form of proposal and date and time of bid opening. Proposals will be accepted at the place and until the time stated herein before and in the Advertisement for Bids.

If forwarded by mail, the sealed envelope shall be inserted in another envelope addressed to East Goshen Township, 1580 Paoli Pike, West Chester, PA 19380. Mailed proposals must be received by the Township prior to the time set for opening bids, if they are to be considered, and the Township will not be responsible for any delays caused by mailing.

Any proposals received after the time set for the public receipt of bids will not be considered or accepted and will be returned unopened.

1.07 Qualifications of Bidders:

The Bidder's experience, necessary facilities, and financial resources to perform the work will be examined by the Township and the Township reserves the right to reject the proposal of any Bidder not possessing satisfactory qualifications as determined in the Township's sole discretion.

1.08 Surety:

The name and address of each surety furnishing the Contractor's bid bond as required hereinafter must be stated in the proposal, and the surety's consent must be given in the form attached thereto.

In addition, each surety's consent must be accompanied by a power of attorney nominating, constituting, and appointing the person whose signature appears on said surety's consent as the true and lawful agent of the surety to execute all bonds and the consent on its behalf.

In case the surety named in the proposal is not approved by the Township, the bidder will be required, within five (5) days or such further period as may be prescribed by the Township after notice of such disapproval, to substitute the name of another surety satisfactory to the Township.

1.09 Addenda:

Any revision or interpretation of the Contract Documents prior to bid opening will be made in the form of an Addendum, duly issued and a copy of such Addendum will be sent by certified mail, return receipt, or delivered to each person receiving a set of the Contract Documents. The Township will not be responsible for any other explanations or interpretations of the Contract Documents or any part thereof.

All Bidders will acknowledge in the space provided for in the proposal the receipt of all Addenda.

1.10 Withdrawal of Bids:

A proposal, after having been submitted, may be withdrawn by the bidder prior to the time set for the opening of bids upon the presentation of a written request for such withdrawal to the Township Secretary. No withdrawal of bids will be allowed within 60 calendar days after said time even though bids may not as yet have been opened.

1.11 Right to Reject Bids:

The Township will determine who is the lowest responsible bidder upon the basis of the bids submitted and reserves the right to reject any or all bids and re-advertise if the best interest of the Township will thereby be promoted. The Township reserves the right to waive technical defects of any nature, if in its judgment, the interest of the Township shall so require.

No proposal will be considered from any person, firm, or corporation who has defaulted in the performance of any contract or agreement made with East Goshen Township.

The Township reserves the right to waive any informalities in the bids received, to award the contract only to a bidder whose proposal is deemed by the Township to be most advantageous to the public interest, and to reject any or all bids for any reason whatsoever in the Township's sole and absolute discretion.

Proposals that are deemed by the Township to be incomplete, conditional, or obscure, or which contain additions, erasures, alterations, omissions, or irregularities of any kind may be rejected as unresponsive.

1.12 Sales and Use Tax Acts:

Bidders must make their own independent analysis of Pennsylvania sales and use taxes and the applicability or non-applicability thereof to the services to be provided and performed under and as part of the work. All taxes are to be included in the unit prices bid and the Township will not make any separate payments of taxes.

1.13 Award of Contract:

It is intended that the award of the contract will be made by the Township or all bids rejected within sixty (60) calendar days from the date of opening the bids. If identical low responsible bids are received, then the award will be decided by the single tossing of a coin. The low bidders will be notified of date, time, and place of the toss, should it be required, so that they may be present if desired.

1.14 Execution of Contract and Bond:

The bidder, whose proposal is accepted, shall be required, within ten (10) days after receipt of notice of the award of the bid, deliver to the Township the Contract in the form provided duly executed and its execution duly proved, and at the same time, deliver to the Township all bonds and other documents required in the specifications.

2. DEFINITIONS:

Automated Collection: Automated collection shall consist of a single operator, side-loading refuse or recycling collection vehicle that utilizes a mechanical arm to lift a refuse or recycling bin to deposit the refuse or recycling into the body of the refuse or recycling vehicle. Rear loading refuse and recycling vehicles are prohibited. Other than for bulk refuse and yard waste collection, Contractor shall not permit Contractor employees to ride on the back of refuse and recycling collection vehicles.

Bulk Trash Items: A bulk trash item is a single large item that two people can lift. The definition includes, but is not limited to, such items as hot water heaters, stoves, ranges, washers, dryers, refrigerators, freezers, dishwashers, air conditioners, sofas, mattresses, box springs, bureaus, tables, chairs, and other items from residences having at least one dimension of 24 inches (24") or more. The term includes White Goods as defined below.

The Contractor shall not be required to collect or transport any item that contains or once contained Freon unless a certificate accompanies the item that attests that the Freon was removed and recycled in accordance with applicable state and/or federal laws.

The Contractor is not required to collect or transport electronic devices regulated by the Covered Device Recycling Act (Act 108) of 2010.

Building Materials: Includes such materials as drywall, insulation, tile, windows, sinks, bathtubs, toilets, doors, flooring, drywall, deck boards, lumber, cabinets, doors, shingles, block, brick, pieces of concrete or other debris that would typically result from a remodeling project or the construction of an addition, deck, garage or shed; or other debris that would result from the demolition of a shed, above ground pool, swing set, deck, or fence.

Contractor: The person, partnership, company, firm or corporation that is awarded the contract for collection of Municipal Waste, Yard Waste, Leaf Waste, etc. in East Goshen Township.

County Marketing and Disposal Facility: The Township has entered into an agreement with Chester County to utilize the County Processing and Marketing Facility for processing of recyclable materials. Total Recycle, Inc. currently has the contract with the County and their facility is located at 1270 Lincoln Road, Birdsboro, PA, 19508.

Leaf Waste: Includes leaves from both deciduous and coniferous trees.

Municipal Waste: Any garbage, refuse, industrial lunchroom or office waste and other material, including solid, liquid, semi-solid or contained gaseous material, resulting from operation of residential, municipal, commercial, or institutional establishments, and from community activities, and any sludge not meeting the definition of residual or hazardous waste in Act 97 from a municipal, commercial, or institutional water supply treatment plant, wastewater treatment plant, or air pollution control facility.

The term includes small appliances, window air conditioners, and furniture whose longest dimension is less than 24 inches (24”).

The Contractor shall not be required to collect or transport any item that contains or once contained Freon unless a certificate accompanies the item that attests that the Freon was removed and recycled in accordance with applicable state and/or federal laws.

The Contractor is not required to collect or transport electronic devices regulated by the Covered Device Recycling Act (Act 108) of 2010.

The term does not include recyclable materials, Building Materials, construction debris, full or partially full paint cans, used motor oil, batteries, automotive parts and tires, rocks, dirt, and branches over 6” in diameter.

Ordinance: The East Goshen Township Municipal Waste Collection and Residential Recycling Ordinance, as codified in Chapter 194 in the Code of the Township of East Goshen.

Township: East Goshen Township, Chester County, a Township of the Second Class located within the Commonwealth of Pennsylvania.

Recyclables: Includes aluminum beverage cans and pie plates; metal food and beverage cans: clear, brown, & green glass food and beverage containers; and #1 through #7 plastic containers. Cans and containers shall be rinsed and lids removed. Also includes newspapers (including the newspaper inserts); cardboard; copy paper; junk mail; office paper; catalogues, magazines, paperback books and phone books; clean pizza boxes; paper egg cartons; and cereal, cake, and cracker boxes.

Single-Family Dwelling Unit: A single-family structure on its own lot that has a yard on four sides or a semi-detached family structure that has a yard on three sides. A semi-detached unit is commonly known as a twin or double. The term also includes the 15 townhouses in Dutts Mill.

White Goods: Includes, but is not limited to, such items as hot water heaters, stoves, ranges, cooktops, washers, dryers, refrigerators, freezers, dishwashers, air conditioners, and similar appliances.

Yard Waste: The term includes Leaf Waste. It also includes weeds, brush, grass clippings, sticks, twigs, branches six inches (6") or less in diameter, and other material that is typically generated from the yard and garden of a single-family dwelling unit. The term does not include dirt, stones, or branches over six inches (6") inches in diameter. Christmas trees are considered Yard Waste.

3.0 Equipment:

- A. **Types of Vehicles:** All trucks shall be specifically designed to prevent leakage of any liquids or fluids. All open type vehicles shall be covered with a suitable covering to prevent the discharge of refuse from the vehicle.
- B. **Conditions and Appearance of Vehicles:** All vehicles and equipment shall be maintained in good working and operating condition, both with respect to safety and sanitation. Equipment shall not be overloaded so that refuse may spill or drop in the highways or maintained as to permit the leakage of fluids. All trucks shall be regularly cleaned and kept in proper condition. Trucks and equipment shall likewise be of a uniform color and shall bear the name and address of the Contractor plainly visible on both cab doors.
- C. Each truck shall have at least one (1) broom and shovel to clean up refuse that may be spilled or otherwise scattered during the process of collection.
- D. **List of Equipment and Personnel:** The Contractor shall file with the Township Manager a list of all vehicles and equipment with identification information thereon. Changes in equipment shall be promptly reported to the Township Manager so that records will be correct and accurate at all times.
- E. **Storage of Equipment:** The Contractor, at its expense, shall store and park its equipment at a convenient and lawful place. No trucks or equipment may be parked or stored on Township streets except during collection periods.
- F. The Contractor shall ensure that hydraulic fluid spilled from any Contractor collection vehicle shall be immediately cleaned from any street or road in the Township.
- G. All equipment utilized by the Contractors must be five years old or newer.

4. EXAMINATION OF TOWNSHIP: Bidders shall inspect the Township so that they can make their own judgment concerning all circumstances affecting the cost of service in question and the nature of the work to be performed. Bidders shall assume all risks, whether or not patent, latent, known, hidden, or foreseeable.

5. SPECIFICATIONS AND DOCUMENTS: Bidders are advised to examine carefully the specifications and all documents describing the proposed work and to make their own independent judgment with respect to the circumstances affecting the cost of work and the performance required by said documents.

6. SUMMARY OF COLLECTIONS:

- A. The Contractor will be required to provide the following services at each single-family dwelling unit:
1. Municipal Waste (limits?) shall be collected based on the Option that is awarded – see Section ____ - Schedule of Collections.
 2. Single stream (co-mingled) Recyclables (limits?) shall be collected once a week.
 3. Yard Waste (no limit on the amount) to be collected once a week.
 4. Bulk Trash (limits?) will be collected based on the Option that is awarded – see Section ____ - Schedule of Collections
- B. The Contractor will be required to provide the following service at the Township Building, 1580 Paoli Pk:
1. One three-yard Contractor-provided Municipal Waste dumpster to be serviced weekly
 2. Two to three 96-gallon Township-provided recycling totes to be serviced weekly
 3. 30-yard roll-off Contractor-provided Municipal Waste dumpster to be serviced as needed
- C. The Contractor will be required to provide the following service at the Township Park, 1661 Paoli Pk:
1. Two three-yard Contractor-provided Municipal Waste dumpsters to be serviced weekly
- D. The Contractor will be required to provide the following services at Ridley Creek Sewer Treatment Plant, 1751 Towne Dr:
1. One three-yard Contractor-provided Municipal Waste dumpster to be serviced weekly
 2. Transport the Township-owned 20-yard sludge dumpster located at the Ridley Creek Sewer Treatment Plant, 1751 Towne Dr, West Chester, PA 19380 to the Lanchester Landfill to be emptied, and then returned to its original location with a Contractor-provided liner. Hauling shall be done on an as-needed basis.

7. CONTRACTOR PHOTOGRAPH EQUIPMENT: The trucks used by the Contractor for the collection of Municipal Waste, Recyclables, Yard Waste, Leaf Waste, White Goods, and Bulk Trash shall be equipped with cameras and have the equipment necessary to transmit photos. In order to address complaints about missed collections, the Contractor shall take a date and time stamped photo of any residence that does not have Municipal Waste, Recyclables, Yard Waste, Leaf Waste, and/or Bulk Trash out for collection. In addition, the Contractor shall take a date and time stamped photo of any residence that has placed out any Municipal Waste, Recyclables,

Yard Waste, Leaf Waste, and/or Bulk Trash out for collection that is not in compliance with the requirements set forth in these bid documents. The Contractor shall retain these photos for a period of 72 hours. The Contractor shall have the capability to transmit a photo(s) for a specific location to the Township via email or text message within 10 minutes of the request.

8. SINGLE-FAMILY DWELLING UNITS: The Contractor will be required to submit its bid based upon the number single-family dwelling units listed on the Cost Breakdown form. Payment will be based upon the actual number of single-family dwelling units from which Municipal Waste and recyclable materials are collected during a given month.

The Contractor understands that during the term of the contract, the Contractor may be required to increase or decrease the number of single-family dwelling units that are serviced at the same monthly cost per single-family dwelling unit that was submitted by the Contractor on the Proposal Form.

9. SCOPE AND AREA OF COLLECTION DISPOSAL: The Contractor shall supply all of the labor and equipment required to collect from the single-family dwelling units in the Township all Municipal Waste, Yard Waste, and Bulk Trash items, and transport the same to the Lanchester Landfill: and, to collect all recyclable materials from the single-family dwelling units in the Township and transport same to the County Marketing and Disposal Facility. The Contractor shall be able to process and market the recyclable materials in the event the County Marketing and Disposal Facility is not operational.

The Contractor shall comply with the Ordinance, all applicable laws and statutes of the Commonwealth of Pennsylvania, including but not limited to Act 97 and Act 101 and all applicable regulations promulgated there under, of the County of Chester and of the United States Government and/or their agencies with respect to Worker's Compensation and the hauling and disposal of all materials collected.

THE RULES AND REGULATIONS PERTAINING TO THE COLLECTION AND DISPOSAL OF MUNICIPAL WASTE AND RECYCLABLE MATERIALS ISSUED BY TOWNSHIP, COUNTY, STATE OR FEDERAL AGENCIES SHALL BE CONSIDERED TO BE AN INTEGRAL PART OF THESE REGULATIONS AND SHALL BE BINDING ON THE CONTRACTOR.

THE CONTRACTOR SHALL BE REQUIRED TO COMMENCE COLLECTION SERVICES ON JANUARY 1, 2026.

10. TOWNSHIP RESPONSIBILITIES: The Township shall cause the following to occur:

- A. Preparation of Municipal Waste, Yard Waste, Leaf Waste, Bulk Trash items, and Christmas trees:

Municipal Waste - Preparation depends on the Option that is awarded. It shall be placed at the curbside on the designated collection days. Options 1 & 2: The waste shall be placed in the Contractor-issued recycling toter with the handle facing... Option 3: The

waste shall be placed in trash bags that will be taken with the waste or in a trash can that will be emptied by the Contractor. The weight of each trash bag or trash can shall not exceed fifty (50) pounds. Lightweight materials shall be properly tied into bundles or packaged in a manner designed to prevent any scattering while the Contractor is handling the same or while such materials await collection. Bundles shall be of a size and construction to permit handling by one man and shall not exceed fifty (50) pounds in weight.

Yard Waste shall be placed at the curbside on the designated collection days. The waste shall be placed in biodegradable paper bags that will be taken with the waste or in a trash can that will be emptied by the Contractor. The weight of each paper bag or trash can shall not exceed fifty (50) pounds. Yard waste that is too bulky to be placed in a trash can shall be cut up and tied into bundles. The bundle(s) shall be of such size that the longest dimension thereof shall not exceed three (3') feet, and the total weight of each bundle shall not exceed fifty (50) pounds. Yard waste in plastic bags will not be collected. Branches over six inches (6") in diameter will not be collected.

Christmas trees shall be placed at the curbside on the designated collection days. Christmas trees in plastic bags will not be collected. Christmas trees over 6 ft tall must be cut into 3-ft lengths.

Leaf Waste shall be placed at the curbside on the designated collection days. The waste shall be placed in biodegradable paper bags that will be taken with the waste or in a trash can that will be emptied by the Contractor. The weight of each paper bag or trash can shall not exceed fifty (50) pounds. The total weight of each bag or trash can shall not exceed fifty (50) pounds. Leaf Waste in plastic bags will not be collected.

Bulk Trash items shall be placed at the curbside on the designated collection days. A bulk trash item is a single large item that two people can lift. The Contractor is not required to collect or transport any item that contains or once contained Freon unless a certificate accompanies the item that attests that the Freon was removed and recycled in accordance with applicable state and/or federal laws.

White Goods items shall be placed at the curbside on the designated collection days. A white goods item is considered bulk trash (a single large item that two people can lift). The Contractor is not required to collect or transport any item that contains or once contained Freon unless a certificate accompanies the item that attests that the Freon was removed and recycled in accordance with applicable state and/or federal laws.

B. Designation and Preparation of Recyclable Materials:

Recycling containers shall be placed at the curbside on the designated recycling day. Preparation depends on the Option that is awarded: The recycling containers shall be those supplied by the Township or similar containers marked with the recycling logo that have been purchased by the residents. The Township has provided the residents with ~16

gallon open bins and ~65 gallon totes with lids. The total weight of any container shall not exceed fifty (50) pounds.

NOTE: The Township reserves the right to change the designated recyclable materials.

C. Disposition of Recyclable Materials: The Township will not provide storage for the recyclable materials.

D. Program Monitoring and Receipt of Citizen Complaints: The Township shall monitor the Contractor's performance and shall take citizen complaints. The Township will notify Contractor of these complaints.

E. Violation Notices: The Township will supply the Contractor with violation notices.

F. Notification: The Township has the ability to advise residents in the event collections will be or have been canceled due to weather conditions or some other emergency.

11. CONTRACTOR'S SCOPE OF WORK: The Contractor shall abide by all traffic regulations while collecting the Municipal Waste, Yard Waste, Bulk Trash items, and recyclable materials. In addition, the Contractor shall comply with all applicable Federal, State, County, and Township regulations.

A. Municipal Waste, Scope of Work: The Contractor shall provide all labor and equipment necessary to collect Municipal Waste from the single-family dwelling units in the Township and transport the same to the Lanchester Landfill. The total weight of each container shall not exceed fifty (50) pounds. Municipal Waste will be collected twice a week and there is no limit on the amount of Municipal Waste that can be placed out for collection. This depends on the Option awarded.

B. Recyclable Materials, Scope of Work: The Contractor shall provide all labor and equipment necessary to collect recyclable materials from the single-family dwellings in the Township and transport same to the designated County Marketing and Processing Facility. The total weight of each container shall not exceed fifty (50) pounds. Recyclable materials will be collected once a week and there is no limit on the amount of recyclable materials that can be placed out for collection. This depends on the Option awarded.

The Contractor shall not contaminate the collected recyclable materials with non-recyclable materials.

The Contractor shall be required to collect all properly prepared recyclable materials but shall not be required to collect improperly prepared recyclable materials.

The Contractor shall tag recycling containers that do not contain properly prepared recyclable materials or contain Municipal Waste with a violation notice supplied by the Township.

C. Bulk Trash Items, Scope of Work: The Contractor shall provide all labor and equipment necessary to collect Bulk Trash items waste from the single-family dwelling units in the Township and transport the same to the Lanchester Landfill. Two people must be able to lift each item.

D. White Goods Items, Scope of Work: The Contractor shall provide all labor and equipment necessary to collect White Goods from the single-family dwelling units in the Township and transport the same to a scrap metal facility. Two people must be able to lift each item. The Contractor is not required to collect or transport any item that contains or once contained Freon unless a certificate accompanies the item that attests that the Freon was removed and recycled in accordance with applicable state and/or federal law. The Township will pay all fees imposed by the scrap metal facility for disposal of said White Good items and receive any revenues generated from the scrap metal facility. The scrap metal facility shall be approved by the Township; however, the approval shall not be unreasonably withheld.

E. Yard Waste, Scope of Work: The Contractor shall provide all labor and equipment necessary to collect Yard Waste from all of the single-family dwellings in the Township and transport the same to the Lanchester Landfill.

All Yard Waste shall be placed in a biodegradable paper bag that will be taken with the Yard Waste or in a trash can that will be emptied by the Contractor. Yard Waste shall not be placed in plastic bags. When applicable, Yard Waste shall be securely tied into a bundle and shall be of such size that the longest dimension thereof shall not exceed three (3') feet, and the total weight thereof shall not exceed fifty (50) pounds. Branches over six inches (6") in diameter will not be collected. Yard Waste will be collected weekly. There is no limit on the amount of Yard Waste that can be placed out for collection.

F. Leaf Waste, Scope of Work: The Contractor shall provide all labor and equipment necessary to collect Leaf Waste from all of the single-family dwellings units in the Township and transport the same to the transport the same to the Lanchester Landfill.

Leaf Waste shall be placed in biodegradable paper bags that will be taken with the leaves or placed in a trashcan or similar container that will be emptied by the Contractor's employees. The total weight of each bag or container shall not exceed fifty (50) pounds. Leaf Waste shall not be placed in plastic bags. Leaf Waste will be collected every week and there is no limit on the amount of Leaf Waste that can be placed out for collection.

G. Christmas Trees, Scope of Work: The Contractor shall provide all labor and equipment necessary to collect Christmas trees from all of the single-family dwellings in the Township and transport same to the Lanchester Landfill.

Christmas trees shall be placed at the curbside for collection. Christmas trees shall not be in plastic bags. Christmas trees will be collected weekly during the month of January in

conjunction with the collection of Yard Waste.

H. Processing and Marketing of Recyclable Materials: The Township has entered into an agreement with Chester County to utilize the County Processing and Marketing Facility for the processing of recyclable materials. Total Recycle, Inc. currently has the contract with the County and their facility is located at 1270 Lincoln Road, Birdsboro, PA, 19508.

In the event the County's contract with Total Recycle, Inc. is not renewed, but the County enters into an agreement with another firm to process and market the recyclable materials, the Contractor shall deliver the materials to that firm's facility.

The price per ton paid to the Township or negative charge per ton paid by the Township to process and market the recyclable materials shall be in accordance with the prices quoted in "Recycling Times" or some other trade journal. It is expected that the prices for these recyclable materials may fluctuate during the term of this contract.

The Township will pay all fees imposed by County Processing and Marketing Facility for disposal of said Recyclables and receive any revenues generated from the County Processing and Marketing Facility for the sale of said Recyclables.

I. Scope of Work, Collection Type, and Schedule Options:

Township Facilities – see Summary of Collections.

Municipal Waste and Recyclables Collection:

Options 1 and 2:

The Contractor shall collect all Municipal Solid Waste and commingled Recyclable Materials placed at curbside from all dwelling units in the Township on days specified. The Contractor shall collect all refuse and recycling utilizing automated collection that shall consist of a single operator, side-loading refuse or recycling collection vehicle that utilizes a mechanical arm to lift a refuse or recycling bin to deposit the refuse or recycling into the body of the refuse or recycling vehicle. Rear loading refuse and recycling vehicles are prohibited, other than for bulk refuse and yard waste collection, Contractor shall not permit Contractor employees to ride on the back of refuse and recycling collection vehicles.

The Contractor shall purchase, own, maintain, and issue one 96-gallon or, at the resident's request, one 48-gallon bin to each of the Township's residential waste customers. All waste bins must be cleaned and deodorized prior to delivery.

Residential Collections:

Option 1

- Automated service
- One trash pickup per week (pickup day to be negotiated with bid winner)

- Contractor will provide trash containers
 - Two size options, most will be 96 gallons with residents having the option of 48-gallon toter
- Limit one toter per address, no extra bags or items
- One recycling pickup per week (pickup day to be negotiated with bid winner)
 - Township will provide 65-gallon recycling containers
 - Contractor will provide 48-gallon recycling containers to residents who need a smaller option than the 65-gallon toters
 - Limit one toter per week
 - How to handle cardboard?
- One yard waste pickup per week (pickup day to be negotiated with bid winner)
 - No limit to amount
- One bulk pickup per week (pickup day to be negotiated with bid winner)
 - One item max

Option 2

- Automated service
- Two trash pickups per week (pickup days to be negotiated with bid winner)
 - Contractor will provide trash containers
 - Two size options, most will be 95 gallons with residents having the option of 48-gallon toter
 - Limit one toter per address, no extra bags or items
- One recycling pickup per week (pickup day to be negotiated with bid winner)
 - Township will provide recycling containers (65-gallon toters)
 - Contractor will provide 48-gallon recycling containers to residents who need a smaller option than the 65-gallon toters
 - Limit one toter per week
 - How to handle cardboard?
- One yard waste pickup per week (pickup day to be negotiated with bid winner)
 - No limit to amount
- One bulk pickup per week (pickup day to be negotiated with bid winner)
 - One item max

Option 3 – pickup days to be negotiated with bid winner

Manual service

- Two trash pickups per week
 - Residents provide trash containers
 - No limit to amount of trash

- One recycling pickup per week
 - Township provides 65-gallon recycling containers or open plastic bins or residents provide their own
 - No limit to amount
 - Cardboard accepted
- One yard waste pickup per week
 - No limit to amount
- Bulk pickup once per month with two-item max

Collection Hours

Collection of Municipal Waste shall be made between the hours of 6:00 a.m. and 6:00 p.m. All waste and recyclables shall be picked up with the last collection scheduled so as to make delivery to the Municipality’s designated processing facility before it closes.

Holidays

Holidays shall be the holidays the Lanchester Landfill observes. If any scheduled pickup falls on a holiday observed by the Lanchester Landfill, it will be collected the next day.

Inclement Weather

Collection shall be made regardless of weather conditions, unless authorization is received from the Township. The Township must be notified by 12:00 P.M. prior to cancellation. Authorization may be verbal but will be followed in writing within one business day. The Contractor will make the collections scheduled for the day missed due to weather conditions at the next scheduled pickup day.

Uncompleted Routes

If the Contractor is unable to complete a route for any reason, the Contractor must let the township know by 3:00pm on the scheduled day. The uncompleted pickups must be collected the next day. The Contractor must provide written explanation for the interruption and rescheduling information to be communicated to residents.

J. Record keeping: The Contractor shall provide the Township with the tonnage of Municipal Waste and Bulk Trash (excluding White Goods) collected, the Tonnage of White goods collected, the tonnage of Recyclable Materials collected, and the tonnage of Yard Waste collected on a monthly basis. The Contractor shall provide Certified Weight Slips monthly for all municipal waste disposed of by the 15th of the next month.

K. Disposition of Waste: All Municipal Waste, Yard Waste, Leaf Waste, Christmas trees, and Bulk Trash items (excluding White Goods contracted to be collected herein shall be delivered to the Chester County Solid Waste Authority Lanchester Landfill. The Township shall pay the tipping fee. The term “tipping fee” includes any charges imposed by Lanchester Landfill for the disposal of Municipal Waste, Yard Waste, Leaf Waste, Christmas trees, or Bulk Trash.

L. New Single-Family Dwelling: The Township will notify the Contractor of new single-family dwellings on a weekly basis. The Contractor shall begin collection services for those single-family dwellings on the next regularly scheduled collection day.

M. Major Roads: In order to minimize delays for motorists, the Contractor shall not collect Municipal Waste, Recyclables, Yard Waste, Leaf Waste, Christmas trees, or Bulk Trash items during peak traffic times (7:00 AM to 9:00 AM and after 4:30 PM) for single-family dwelling on: North Chester Road, Boot Road, and Paoli Pike.

N. Complaints and Supervision:

If awarded the contract, the Contractor shall provide a responsible supervisor who shall be available within the Township and may be contacted at a local telephone number and email during each collection day between the hours of 6:00 a.m. and 6:00 p.m. to receive complaints, assist with any problems, answer inquiries, and resolve disputes with respect to services to be supplied pursuant to the contract. The Contractor will further be held responsible for the conduct and deportment of the employees during the performance of their work. Said employees shall not use loud, abusive, profane, or lewd language in their dealings with the public, nor shall they use loud, abusive, profane, or lewd language amongst themselves during the performance of their work. Further, said employees shall conduct their work as quietly as possible with a minimum of interference to pedestrian and vehicular passageway through the Township.

The Contractor shall also provide a responsible manager who shall be available and may be contacted by both the residents of the Township and Township officials and staff at a local telephone number and email during each working day between the hours of 6:00 a.m. to 6:00 p.m., Monday through Friday.

Supervision: The Contractor shall have a supervisor with pick-up truck in the Township during any day that Municipal Waste, Recyclables, Yard Waste, Leaf Waste, Christmas trees, and Bulk Trash items are to be collected. The supervisor shall have a cell phone so that they can be in direct contact with the Township in order to remedy any missed collections, or any other problems that occur during the course of collections. The supervisor shall arrive at the Township no later than noon and shall not leave the Township until 6:00 PM or the completion of collections, whichever is later.

O. Conduct of Employees: The Contractor shall further be held responsible for the conduct and deportment of the Contractor's employees during the performance of their work. Said employees shall not use loud, abusive, profane, or lewd language in their dealings with the public, nor shall they use loud, abusive, profane, or lewd language amongst themselves during the performance of their work. Further, said employees shall conduct their work as quietly as possible with a minimum of interference to pedestrian and vehicular passageway through the Township.

1. Offensive Employees:

The Contractor is expected to hire competent employees to carry out the requirements of the contract. The Contractor shall appropriately discipline any employee for:

- A. Intoxication
- B. Using loud, profane, vulgar, or obscene language
- C. Soliciting gratuities or tips from the public for services to be performed hereunder
- D. Refusing to collect or handle refuse as herein required and defined
- E. Wanton or malicious damage or destruction of containers or receptacles.
Wanton or malicious scattering or spilling refuse.
- F. Any other wanton, willful, or reckless disregard of safety or sanitary requirements
- G. Any act which may constitute a public nuisance or disorderly conduct
- H. Verbal or physical altercations with other Contractor employees or Township residents and Township staff are strictly prohibited.

2. Care of Trash Cans and Recycling Containers: The Contractor's employees shall handle all trash cans and recycling containers with reasonable care to avoid damage. **The Contractor shall place the empty container back in its original location after emptying.** Each collection crew shall have a broom and shovel and they shall promptly clean up any materials spilled during collection

12. VIOLATIONS, REJECTED LOADS, AND TERMINATION OF CONTRACT

A. Violations: It is understood that the orderly and proper collection of Municipal Waste, Yard Waste, recyclable materials, etc. as defined herein, is a matter of serious and vital concern to the Township because of the effect which it has upon the health and welfare of the residents. Furthermore, it is anticipated that occasional minor breaches or violations may occur during the course of the performance of the contract. Since the cost of these minor breaches or violations are incapable of prompt and reasonable calculation, the Township Manager may invoke the following stipulated liquidated damages on behalf of the Township. This determination and certification of the same shall be final.

The Township Manager or his designee shall notify the Contractor of such violations. If the violation is not corrected within 24 hours, the Township Manager may assess a fine in accordance with the following schedule of liquidated damages:

- 1. The collection of Municipal Waste from non-East Goshen Township dwelling unit or business establishment and hauling same to the landfill - \$500.00 per offense
- 2. Failure to collect Municipal Waste, Yard Waste, Leaf Waste, Bulk Trash, or Recyclables - \$50.00 per address, per occurrence.
- 3. Failure to replace the trash can(s) or recycling container(s) in original location - \$25.00 per occurrence. The Township is aware that wind and large

trucks can move refuse and recycling containers after they have been emptied, and allowances will be made for windy days and for properties located on major roads.

4. Failure of a truck and crew to finish a regular route - \$500.00 per day; per route.
5. Using or maintaining trucks in a leaking or unsanitary condition - \$300.00 per offense.
6. Damaging or carrying away a resident's Municipal Waste or recycling container(s) – replacement cost of the container.
7. Failure to clean up any waste materials or Recyclables that fall to the ground - \$300.00 per offense.
8. Failure to have a supervisor in the Township as required by Section P of the Contractor's Scope of Work - \$300.00 per offense.

Any damages assessed for any of the aforesaid violations shall be deducted from the next payment due to the Contractor.

B. Loads Rejected by the Recycling Center: The Contractor is responsible for collection of only properly prepared Recyclables. If any load of recyclable materials is rejected at the recycling center because of contamination, the Contractor will pay the Township the revenues that the Township would have received if the load had not been contaminated. In addition, the Contractor shall assume all costs associated with the disposal of the rejected load.

C. Contractor Default and Notice: The following events shall constitute an event of default ("Event of Default"):

1. The failure of the Contractor to collect the materials required herein for a period of five (5) consecutive days; or
2. Five or more violations by the Contractor as set forth in Section 10.A within a one (1) week period for two (2) consecutive calendar weeks.

The Township shall not proceed against the Contractor under Section 10.D unless notice describing the Event of Default has been provided to the Contractor. The Contractor shall be given a 24-hour period to cure such Event of Default before the Township exercises one of the remedies provided in Section 10.D.

D. Township's Remedies upon Event of Default: In the Event of Default, the Township may exercise any one or more of the following remedies:

1. Terminate the Contract by providing written notice to Contractor; and/or
2. Notifying the Contractor's surety and collecting on the performance bond that Contractor has posted with the Township; and/or
3. File an action in law against the Contractor seeking payment of all damages sustained by the Township as a result of Contractor's default; and/or
4. File an action in equity against Contractor seeking specific performance of the Contractor's obligations under this Contract.

The Township shall, in addition, have such other legal remedies for the collection of such obligations as they are now, or may hereafter be provided by law. All remedies of the Township shall be cumulative and not exclusive and are enforceable in the Township's discretion alternatively, successively, or concurrently on any one or more occasions and in any order the Township may determine.

E. Force majeure: It is hereby stipulated and agreed that in the event of a labor stoppage; labor strike, lockout; destruction of or damage to the Contractor's equipment caused by Acts of God; fires; explosions or other matters beyond the reasonable control of the Contractor; restraints of government; lawful orders of the court, administrative agencies or governmental officers; suspension, termination or interruption of governmental licenses or permits; changes in laws, regulations, or ordinances; the Contractor shall not be considered in default or breach of the Contract by reasons thereof, provided, however, that the Township's cost of performing the work specified in the Contract during such period shall be charged to and reimbursed by the Contractor as in the case of default by the Contractor.

13. BIDDER'S QUALIFICATIONS AND EXPERIENCE: Bidders submitting proposals must have previous experience in the collection of recyclable materials and municipal solid waste. **Bidders shall submit the following with their proposal:**

A list of locations in Pennsylvania where the bidder is under contract to collect municipal solid waste and/or recyclables with references for listed locations. References to include the name of the municipality and the name, address, email, and telephone number of the contact person.

A. Financial:

Bidders submitting proposals must possess all of the following mandatory qualifications:

The bidder must be a financially secure company or corporation. Bidders shall submit the following with their bid:

- Annual reports or audited financial statements (or income statement and balance sheet) for the past three (3) years.

- Identification of any and all legal actions or proceedings where the bidder was named a defendant within the last five (5) years which involved a municipal waste and recyclables contract.

B. Experience:

The bidder must have previous experience in the collection of recyclables and municipal solid waste. Bidders shall submit the following with their bid:

- Locations of curbside programs for which the bidder collects recyclables
- Number of households collected and/or volumes collected, and frequency of collection for listed recycling programs
- Materials collected by bidder
- Ownership and description of collection vehicles, including make, model, and year
- References for other municipal clients served by bidder in the past three years. References to include name, position, location of program, address, email, and telephone number.

14. Notice to Contractor:

The residence or place of business designated in the bid or proposal is hereby designated as the place to which all notices, letters, and other communications shall be mailed or delivered. All notices and other communication of any kind that are sent by the Township shall be sent certified mail/return receipt requested.

15. TERM OF CONTRACT:

A. Contract:

- 1.) Documents – These Specifications and Bid Documents shall be a part of the contract by reference.
- 2.) Term of Contract – The contract awarded hereunder shall be for three (3) consecutive years commencing on January 1, 2026; with the Township having the option to renew the contract for two (2) successive one-year periods, which option shall be exercised by the Township no later than ninety (90) days before the annual expiration date of the contract for the actual collection of Municipal Waste and Recyclable Materials.

The term of the contract shall be for a period of three (3) years commencing on January 1, 2026, and ending on December 31, 2028.

The Board of Supervisors, in its sole discretion, shall have the option to extend the contract for two (2) additional one (1) -year periods. The Board of Supervisors shall notify the Contractor of their decision to extend or not extend the contract a minimum of ninety (90) days before the expiration date of the then current term of the contract.

If the contract is extended, all costs will be increased by a percentage equal to the change in Consumer Price Index US City Average for All Urban Consumers (CPI-U) for the twelve-month periods ending in December 2026, 2027, 2028, and 2029, as applicable.

16. ASSIGNMENT: It is understood and agreed by the Contractor that, during the performance of its duties under this contract, it will not assign its contractual rights or its duties and obligations arising hereunder, to any third person without the prior written approval of the Township being first had and obtained, which approval the Township shall be under no obligation to give, it being at all times understood that the Contractor is not acting as an agent or a subsidiary of any other entity.

17. MERGER/BANKRUPTCY/BULK SALE: During the term of the contract, Contractor covenants, warrants and agrees that it will not file any proceeding in bankruptcy or reorganization under the bankruptcy laws of the United States or under any specific debtor, receivership, composition for creditors, liquidation proceedings or similar proceedings under Pennsylvania law.

Contractor further covenants, warrants, and agrees that, during the term of any contract awarded, that it will not merge with any other entity or become a subsidiary of any other person, corporation, or any other entity. Contractor also warrants that it will not undertake the sale of its assets, stock, or equipment during the term of the contract in any fashion, which might jeopardize or compromise service or performance.

If, despite the covenant contained herein, said Contractor does file proceedings in bankruptcy or like proceedings in State courts, or by merger or sale becomes acquired by any other corporation or entity, such actions shall constitute a termination of the contract and a forfeiture of the Performance Bond, at the Township's sole election.

18. INSPECTION: The Township or any authorized representative thereof may inspect the collection process employed by the successful Contractor under the contract and may require the correction of any improper or deficient performance of the contract through the designated supervisor of the Contractor. The Township specifically reserves the right to inspect any truck used in the collection of refuse and Recyclables at any time in order to ensure that the terms of this contract are being adhered to.

19. WORKMEN'S COMPENSATION INSURANCE: The Contractor during the term of this contract shall carry workmen's compensation insurance, insuring and covering any and all persons

employed by him in the performance of this contract, and before starting work on the contract, shall annually file a certificate from the insurance company certifying the issuance of such company's insurance policy and the payment of the premium thereof with the Township. **An affidavit accepting the provisions of the Pennsylvania Workmen's Compensation Act of 1915 shall be submitted with each proposal.**

20. **LIABILITY INSURANCE:** The Contractor shall maintain, during the term of this contract at its sole expense, the following minimum liability insurance coverage:

A. General public liability insurance (non-automotive) for bodily injury and property damage in the amount of \$1,000,000.00 per occurrence but with the aggregate limit of \$2,000,000.00.

B. Automotive liability insurance for bodily injury and property damage in the amount of \$1,000,000.00.

C. Umbrella excess liability insurance coverage in the amount of \$3,000,000.00.

The aforesaid policies of insurance and others that may be necessary to comply herewith shall be maintained in the amount set forth above and shall, inter alia, **NAME THE TOWNSHIP AS AN ADDITIONAL NAMED INSURED** and be designed to protect the Township from any and all claims for damage of any kind or any nature whatsoever, including but not limited to wrongful death, which may arise from the obligation of the Contractor in the performance of this contract, whether such obligation be controlled by the Contractor himself or by someone either directly or indirectly employed by him for the purpose of accomplishing some obligation incumbent upon the Contractor by the terms of this contract and shall otherwise indemnify and hold the Township harmless from any and all manner of claims, lawsuits, judgment, damages and executions and shall provide, at the insurer's expense, all necessary legal aid, counsel and representation.

All insurance policies maintained hereunder shall be issued by an insurance carrier licensed and authorized to do business within the Commonwealth of Pennsylvania and shall be obtained and properly endorsed in favor of the Township before the execution of the contract hereunder. Said policy shall remain in full force and effect until the expiration of the term of this contract or any extensions or until completion of all duties to be performed hereunder by the Contractor, whichever shall occur later. The Contractor shall provide the Township the original policies of insurance herein referred to or true copies thereof, prior to commencing work under this contract.

Evidence of said insurance shall be submitted to the Township within fourteen (14) days after notification of the award of contract.

D. **Cancellation of Insurance:** Each and every policy of insurance maintained in accordance with the terms of these specifications or the contracts entered hereunder, shall carry with it an endorsement to the effect that the insurance carrier will convey to the

Township, by certified mail, return receipt requested, written notice of any modification, alterations or cancellations of any policy or policies or the terms thereof; and said written notice must be received by the Township, at least ten (10) days prior to the effective date of any such modification, alteration or cancellation. If such modifications, alterations or cancellations shall cause the insurance coverage required hereunder to fail to meet the minimum requirement set forth herein, the Contractor shall be deemed to be in default and the Township shall terminate this agreement as of the effective date of said change in insurance coverage and the surety on the performance bond shall be held responsible by the Township for any loss arising as a result thereof.

It shall be the responsibility of the Contractor in obtaining the aforesaid insurance coverage to obtain policies which shall protect the Township from any and all claims whatsoever in nature regardless of the source of said claim and regardless of whether the same are directed toward the recovery of damages for personal injury, property damage or any other claim of damage which may be incident to the same.

E. GOVERNMENTAL IMMUNITY WAIVER: All policies of insurance required pursuant to these specifications or the contract(s) entered into therein under, shall waive any governmental immunity, if any, of the Township and shall extend to and include all direct and indirect agents and employees of the Contractors and shall include policies of liability insurance on all vehicles and equipment utilized or in any way connected with the service to be rendered by the Contractor pursuant to the terms of this contract.

21. HOLD HARMLESS PROVISION: The Contractor will indemnify and save harmless the Township and all its officers, agents and employees from any actions, liabilities or claims resulting from the performance of the contract or the failure to perform the contract.

22. Equal Opportunity Employer:

The Contractor shall state in writing that it is an Equal Opportunity Employer, and each bidder shall sign the Affirmative Action Affidavit.

20. BONDS:

A. Bid Bond: **A bid bond or a certified check in the amount of \$100,000 shall be submitted with each proposal.** Bid bonds shall be on the form provided and shall be duly executed by the bidder as principal and the surety company. The surety company must be authorized to do business in the Commonwealth of Pennsylvania and the Bid Bond must be accompanied by a Power of Attorney nominating, constituting, and appointing the person whose signature appears on said bid bond as the true and lawful agent of the surety to execute all bonds and the consent on its behalf. Any certified check that is received by the Township in lieu of a Bid Bond will be returned upon execution of the agreement.

In the event that any bidder shall, upon award of the contract to him, fail to execute the

agreement, or comply with the requirements of these specifications, the full amount of the Bid Bond or certified check shall be forfeited to the Township as liquidated damages (not a penalty).

A Consent of Surety shall be submitted by which the Surety acknowledges that the bidder, if successful, will be able to provide the Township with a performance bond for 100% of the amount of the contract award, which shall be calculated in accordance with Section 23 Bid Award hereof. **The Consent of Surety shall be on the form provided and submitted with each proposal.**

B. Performance Bond The successful bidder will be required to obtain and post a performance bond in the amount of 100% of the amount of the contract award, which shall be calculated in accordance with Section 23 Bid Award hereof. The performance bond shall be submitted within fourteen (14) days after notification of the award of the contract. **The performance bond shall be on the form provided.**

If the Board of Supervisors extends the contract, the Contractor shall within fourteen (14) days after notification provide the Township with an updated performance bond. The performance bond shall be increased by a percentage equal to the change in Consumer Price Index US City Average for All Urban Consumers (CPI-U) for the twelve-month periods ending in December 2026, 2027, 2028, and 2029, as applicable.

A. Performance Bond and Bond Years:

Prior to the execution of the contract, the successful bidder will be required to furnish a bond for the faithful performance of the contract, in the sum outlined as follows:

1. First-Year Bond – 100% of the first-year bid.
2. Second-Year Bond – 50% of the second-year Bid, adjusted to include new dwelling units to be submitted to the Township 60 days prior to the end of the first year.
3. Third, fourth- and fifth-year Bond, same as a second-year Bond.

The initial Bond shall commence on the date on which work is to commence and on each anniversary of such new bond year thereafter.

Said Bond shall be that of an approved surety company authorized to transact business within the Commonwealth of Pennsylvania and proof of same shall be submitted to the satisfaction of the Board of Supervisors. Agents of the bonding company shall furnish the necessary powers of attorney, bearing the seal of the company and evidencing such agents' authorizations to execute the particular type of bond to be furnished, as well as the right of the surety company to conduct business in the Commonwealth of Pennsylvania.

21. SCHEDULE OF PAYMENTS: The Township shall pay the Contractor monthly, for the collection of Municipal Waste, Yard Waste, Leaf Waste, Christmas trees, Bulk Trash items, and recyclable materials completed in accordance with these specifications.

22. DRUG AND ALCOHOL TESTING PROGRAM: The Omnibus Transportation Employee Testing Act of 1991 requires drug and alcohol testing for safety-sensitive employees in the aviation, motor carrier and mass transit industries, and required the U.S. Department of Transportation to promulgate rules mandating and regulating anti-drug and alcohol misuse prevention programs.

In addition to the above, all employees that load the refuse and recycling trucks with the Municipal Waste, Leaf Waste, Yard Waste, Christmas Tree, Bulk Trash items, and recyclable materials, shall participate in a drug testing program.

An affidavit confirming the above shall be submitted with each proposal.

23. BID AWARD: The Township will determine the low bidder by calculating the Total Costs as listed on the Cost Breakdown.

If the total costs on any proposal are found to be computed incorrectly, the Township reserves the right to make such changes as are necessary in the extended amounts and total costs on the basis of the unit prices given and the quantities stated for the scheduled items therein.

The Board of Supervisors of East Goshen Township reserves the right to waive technicalities, to reject any or all bids or items herein, and to make the award that is in the best interests of the Township.

24. ADDENDA: Any revision or interpretation of the bid specifications prior to the bid opening will be in the form of an addendum that will be posted on the East Goshen Township website, www.eastgoshen.org. See "Legal and Bid Notices and RFPs" under the "About Us" tab.

Bidders shall acknowledge receipt of the addenda on the bid form.

EAST GOSHEN TOWNSHIP PROPOSAL FORM

(Please print or type):

Date: _____

Firm Name: _____

Address: _____

Contact Person: _____

Telephone: _____

E-Mail: _____

This proposal is submitted in accordance with the advertisement inviting bids to be received by East Goshen Township at the Township Building, 1580 Paoli Pike, West Chester, PA, 19380, for the collection of Municipal Waste and Recyclable Materials.

After examining all parts of this project for supplying of collection services for recyclable materials and Municipal Waste, and service to municipal facilities we have read and understand the specifications as set forth in the Instructions to Bidders, and hereby propose to furnish said services in strict accordance with all specifications for the sums indicated, and the undersigned herein agrees to furnish all labor, materials, and equipment and to perform all work necessary to complete in a workmanlike manner, the work described in the above-mentioned contract, in accordance with said contract documents to the satisfaction and acceptance of the Township, for the sum as stated below:

TOTAL COST:

Option 1: _____

Option 2: _____

Option 3: _____

In submitting this proposal, it is understood that it is the right of the Township to reject any or all proposals or parts thereof, and to waive any informalities or technicalities in said proposals. This proposal shall remain firm for at least ninety (90) days from bid opening.

The undersigned further agrees that he or it possesses the necessary skill required to determine the adequacy of the Township's bid specifications for the purpose of arriving at the contract price, and that he has exercised this skill and **that he finds them fit and sufficient for the**

purpose intended and free from ambiguities, and also has carefully examined the Instructions to Bidders and other Contract Documents, including the addenda listed below, and the site of the work, and from his own investigations, has satisfied himself as to the nature and location of the work, the character of the work to be encountered, the equipment, and other facilities needed for the performance of the work, the general and local conditions, and other matters which may in any way affect the work or its performance and that he has complied with every requirement of this invitation.

Addenda (list addenda):

Accompanying this proposal is a certified check or bid bond in the amount of ONE HUNDRED THOUSAND (\$100,000.00) DOLLARS made payable to the Township, which it is agreed will be forfeited as liquidated damages if the undersigned fails to execute the contract and furnish the performance bond and evidence of insurance, as specified, within 14 days after notification of the award of the contract is mailed to him at the official address of the undersigned below.

Accompanying this Proposal Form is the:

1. Cost Breakdown
2. Bidder's Questionnaire
3. Equipment List
4. Affidavit of Authorization to Execute the Proposal Form
5. Affidavit Accepting the Provisions of the Workmen's Compensation Act
6. Affidavit of Non-Collusion
7. Affidavit accepting the provisions of the Omnibus Transportation Employee Testing Act of 1991
8. Affirmative Action Affidavit
9. Bid Bond
10. Consent of Surety Company

(IF A CORPORATION)

Attest:

Title

Name of Corporation

Title

Address

City, State, Zip Code

(Seal)

Incorporated under the laws of the State of _____
_____ and (has, has not) been granted a
Certificate of Authority to do business in the Commonwealth of Pennsylvania.

(IF AN INDIVIDUAL OR A PARTNERSHIP)

Witness:

Signed:

* _____

Address

City, State, Zip Code

Witness:

Partner

Partner

* _____

is a co-partnership trading and doing business

under this firm name with _____

_____ as partners.

*

is an individual or partnership under a fictitious name and (has, has not) registered under the Fictitious Name Act of the Commonwealth of Pennsylvania.

BIDDER'S QUESTIONNAIRE

Each bidder shall provide the following information as an integral part of their bid; and failure to answer all questions will render such bid as irregular and non-responsive.

1. How many years' experience in the collection of municipal waste and recyclable materials in municipalities has your organization (bidder and/or bidder's parent subsidiary or affiliated corporations) had? _____

2. List the municipalities you or your organization are now providing collection services for, the number of units serviced in each municipality, and the names of the responsible municipal official in each to whom you report:

Municipality Serviced	Number of Units	Report To

3. Indicate the local telephone number and email for your office which will be available to receive service inquiries from both the residents of the Township and Township officials:

4. What equipment do you intend to obtain and use for the performance of the service contract? Per **Section 4.02.G** of the Specifications, all equipment that the Contractor uses in the performance of the work shall be no more than five (5) years old.

(Please complete the attached Equipment List)

5. Have you or your organization, or any partners or officers thereof, failed to complete a municipal collection contract for any reason or defaulted under any such contract?_____

If so, where? _____

6. Is your company associated with any other companies, either directly and/or indirectly? _____

a. If yes, give details: _____

7. Did you or your organization, or any partners or officers therefore, when the lowest bidder on a municipal collection contract, withdrawal the bid? _____
a. If yes, for what reason? _____

8. Did you or your organization, or any partners or officers thereof, when the lowest bidder on a municipal collection contract, attempt to sell such bid? _____
a. If yes, for what reason? _____

9. Have you or your organization, or any partners or officers thereof been a party to any lawsuits or legal actions, whether of a civil or criminal nature, arising out of or involving bid contracts or the performance thereof? _____
a. If yes, give details of all such matters that have been filed in the last five years:

10. Are there any unsatisfied judgments recorded against you, your organization, or any partners or officers thereof? _____
a. If yes, give details, including the name and address of each judgment creditor, and the amount of each judgment:

Date: _____

Bidder: _____

By: _____

Title: _____

EQUIPMENT LIST

VEHICLES:

<u>YEAR</u>	<u>MAKE</u>	<u>CAPACITY (CUBIC YARDS)</u>

OTHER EQUIPMENT USED TO PERFORM UNDER THIS SERVICE CONTRACT:

BIDDER: _____

SIGNATURE: _____

TITLE: _____

I, _____, being duly sworn according to law upon my oath depose and say:

1. I am the _____
(Title)

of _____
(Bidder's Name)

the bidder named herein, and I am duly authorized to respond to foregoing questions on behalf of said bidder.

2. I have read the foregoing questions and the answers which I have submitted in response thereto are true and correct in all respects to the best of my knowledge, information, and belief.

(Name and Title)

(Company)

Sworn and subscribed before me

This _____ day of _____, 2025.

(Notary Public)

SEAL

AFFIDAVIT

OF AUTHORIZATION TO EXECUTE THE PROPOSAL FORM

_____ being first duly sworn, deposes and
(Printed Name)

says that is the _____
(Title)

of _____
(Company Name)

who signed the foregoing proposal that he was duly authorized to sign on their behalf, and that the bid is the true offer of the bidder and that all declarations and statements contained in the bid are true to the best of his knowledge and belief.

(Signature of the person named above)

Sworn to and subscribed by me

this _____ day of _____ 2025

Notary Public

SEAL

AFFIDAVIT

ACCEPTING THE PROVISIONS OF THE WORKMEN'S COMPENSATION ACT

_____ being first duly sworn, deposes and
(Printed Name)

says that is the _____
(Title)

of _____ (Company Name)

who submitted the foregoing proposal or bid; and that he or it has accepted the provisions of the Workmen's Compensation Act of 1915 of the Commonwealth of Pennsylvania, with its supplements and amendments and have insured their liability hereunder in accordance with the terms of said Act with:

(Name of Surety Company)

(Signature of the person named above)

Sworn to and subscribed by me

this _____ day of _____, 2025.

Notary Public

SEAL

AFFIDAVIT OF NON-COLLUSION

_____ first duly sworn, deposes and says
(Printed Name)

that he is the _____
(Title)

of _____
(Company Name)

who signed the above proposal or bid on behalf of the party making the foregoing proposal or bid; that he was duly authorized to sign on their behalf; that the bid is the true offer of the bidder; that such bid is genuine and not collusive or a sham, that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid, or that such other person shall refrain from bidding, and has not in any manner, directly or indirectly sought by agreement or collusion, or communication or conference with any person, to fix the bid price of affiant or any other bidder, or to fix any overhead, profit or cost element of said bid price, or that of any other bidder, or to secure any advantage against the Township or any person interested in the proposed contract; and that all declarations and statements contained in said proposal or bid are true to the best of his knowledge or belief; and, further, that such bidder has not directly or indirectly submitted this bid, or the contents hereof, or divulged information or data thereto to any association or to any member or agent thereof.

(Signature of the person named above)

Sworn to and subscribed by me

this _____ day of _____, 2025.

Notary Public

SEAL

AFFIDAVIT

**ACCEPTING THE PROVISIONS OF OMNIBUS
TRANSPORTATION EMPLOYEE TESTING ACT OF 1991
AND
CONFIRMING THAT OTHER EMPLOYEES INVOLVED
WITH THE COLLECTION OF MUNICIPAL WASTE AND RECYCLABLES
PARTICIPATE IN A DRUG TESTING PROGRAM**

_____ being first duly sworn, deposes and
(Printed Name)

says that he is the _____
(Title)

of _____
(Company Name)

who submitted the foregoing proposal or bid; and that he or it has accepted the provisions of the Omnibus Transportation Employee Testing Act of 1991 and that they are participating in a Drug and Alcohol Program as required by this Act and the employees that load the Municipal Waste, Leaf Waste, Yard Waste, Christmas Tree, Bulk Trash items, and recyclable materials participate in a drug testing program.

(Signature of the person named above)

Sworn to and subscribed by me

This _____ day of _____, 2025.

Notary Public

SEAL

AFFIRMATIVE ACTION AFFIDAVIT

I, _____, being duly sworn, depose and say
(Name of Affiant)

that I reside at _____, and that I am

the _____

(Title)

of _____

(Name of Company)

in such capacity and for and on behalf of _____,
it is hereby affirmed and agreed as follows:

1. _____

(Name of Bidder)

will not discriminate against an employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, or sex.

2. _____

(Name of Bidder)

will take affirmative action to ensure that all applicants are recruited and employed and that employees are treated during employment without regard to their age, race, creed, color, national origin, ancestry, marital status, or sex. Such action shall include, but shall not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising, layoff or termination rates of pay or other forms of compensation, and selection for training including apprenticeship.

3. _____

(Name of Bidder)

will in all solicitations or advertisements for employees placed by or on behalf of state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, or sex.

(Affiant)

(Name of Company)

Sworn and subscribed to before me this _____ day of _____, 2025.

Notary Public

SEAL

BID BOND

BIDDER (Name and Address):

SURETY (Name and Address of Principal Place of Business):

OWNER (Name and Address):

East Goshen Township
1580 Paoli Pike
West Chester PA 19380

BID

BID DUE DATE: _____

PROJECT – INCLUDING ALL ADDENDA (Brief Description Including Location): For the collection of Municipal Waste, Bulk Trash items, Yard Waste, Leaf Waste, Christmas trees, and recyclable materials in East Goshen Township.

BOND

BOND NUMBER:

DATE (Not later than Bid Due

Date): _____

PENAL SUM: _____

IN WITNESS WHEREOF, Surety and Bidder, intending to be legally bound hereby, subject to the terms printed on pages 29 and 30 hereof, do each cause this Bid Bond to be duly executed on its behalf by its authorized officer, agent, or representative.

BIDDER

SURETY

(Seal)
Bidders Name and Corporate Seal

(Seal)
Surety's Name and Corporate Seal

By: _____

By: _____

Signature and Title

Signature and Title
(Attach Power of Attorney)

Attest: _____
Signature and Title

Attest: _____
Signature and Title

Note: (1) Above addresses are to be used for giving notice.

(2) Any singular reference to Bidder, Surety, Owner, or other party shall be considered plural where applicable.

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder any difference between the total amount of Bidder's bid, including any accepted Alternates, and the total amount of the bid of the next lowest, responsible and responsive bidder as determined by Owner for the Work required by the Contract Documents, provided that:

1.1. If there is no such next lowest, responsible and responsive bidder, and Owner does not abandon the Project, then Bidder and Surety shall pay to Owner the penal sum set forth on the face of this Bond, and

1.2. In no event shall Bidder's and Surety's obligation hereunder exceed the penal sum set forth on the face of this Bond.

2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents and Contract Documents.

3. This obligation shall be null and void if:

3.1. Owner accepts Bidder's bid and bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents and Contract Documents, or

3.2. All bids are rejected by Owner, or

3.3. Owner fails to issue a notice of award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by paragraph 5 hereof).

4. Payment under this Bond will be due and payable upon default by Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.

5. Surety waives notice of and any and all defenses based on or arising out of any time extension to issue notice of award agreed to in writing by Owner and Bidder, provided that the total time for issuing notice of award including extensions shall not in the aggregate exceed 120 days from Bid Due Date without Surety's written consent.

6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in paragraph 4 above is received by Bidder and Surety and in no case later than one year after Bid Due Date.

7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.

8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.

9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent or representative who executed this Bond on behalf of Surety to execute, seal and deliver such Bond and bind the Surety thereby.

10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable provision of any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.

11. The term "bid" as used herein includes a bid, offer or proposal, inclusive of all Alternates, as applicable.

CONSENT OF SURETY COMPANY

IN ACCORDANCE with the provisions of the bid dated _____

Between East Goshen Township _____
(Owner)

and _____
(Contractor)

the _____
(Surety)

SURETY on the Bid Bond of

(Contractor)

acknowledges that Contractor, if awarded the Bid will provide to Owner a Performance Bond in the amount of 100% of the amount of the contract award.

IN WITNESS WHEREOF, said SURETY has hereunto set its hand and seal this _____ day of

_____, 2025.

ATTEST:

SURETY

BY:

Name

Title

NOTE: This statement, if executed by any person other than the President or Vice President of the Company, must be accompanied by a certificate of even date showing authority conferred upon the person so signing to execute such instruments on behalf of the Company represented.

PERFORMANCE BOND

KNOW ALL PERSONS BY THESE PRESENTS that we,

_____ (Name of Contractor) of

_____ (Address of Contractor), as Principal

(the "Principal"), and _____ (Name

of Surety), a corporation organized and existing under laws of the State of

_____, with its principal place of business at

_____ (Address of Surety)

(the "Surety"), are held and firmly bound unto East Goshen Township (the "Obligee"), as

hereinafter set forth, in the full and just sum of:

_____ Dollars (\$ _____

_____) lawful money of the United States of America, for the payment of which sum we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WITNESSETH THAT:

WHEREAS, Principal heretofore has submitted to the Obligee a certain proposal, dated _____, 2025 (the "Proposal"), for the collection of Municipal Waste, Bulk Trash items, Yard Waste, Leaf Waste, Christmas trees, and recyclable materials pursuant to Instructions to Bidders and other related documents constituting the contract documents, which are incorporated into the Proposal by reference (the "Contract Documents"); and

WHEREAS, the Obligee is a "contracting body" under provisions of Act No. 385 of the General Assembly of the Commonwealth of Pennsylvania, approved by the Governor on December 20, 1967, known and sited as the "Public Works Contractor's Bond Law of 1967" (the "Act"); and

WHEREAS, the Act, in Section 3(a), requires that, before an award shall be made to the Principal by the Obligee in accordance with the Proposal, the Principal

shall furnish this Bond to the Obligee, with this Bond to become binding upon the award of a contract to the Principal by the Obligee in accordance with the Proposal; and

WHEREAS, it also is a condition of the Contract Documents that this Bond shall be furnished by the Principal to the Obligee; and

WHEREAS, under the Contract Documents, it is provided, *inter alia*, that if the Principal shall furnish this Bond to the Obligee, and if the Obligee makes an award to the Principal in accordance with the Proposal, then the Obligee may require the Principal to enter into an agreement with respect to performance of such work (the "Agreement"), the form of which Agreement is set forth in the Contract Documents.

NOW, THEREFORE, the terms and conditions of this Bond are and shall be that:

If the Principal well, truly and faithfully shall comply with and shall perform the Agreement in accordance with the Contract Documents, at the time and in the manner provided in the Agreement and in the Contract Documents, and if the Principal shall satisfy all claims and demands incurred in or related to the performance of the Agreement by the Principal, and if the Principal shall indemnify completely and shall save harmless the Obligee and all of its officers, agents and employees from any and all costs and damages which the Obligee and all of its officers, agents and employees may sustain or suffer by reason of the failure of the Principal to do so, and if the Principal shall reimburse completely and shall pay to the Obligee any and all costs and expenses, including attorney's fees, which the Obligee and all of its officers, agents, and employees may incur by reason of any such default or failure of the Principal.

This Bond is executed and delivered under and subject to the Act, to which reference hereby is made.

The Principal and the Surety agree that any alterations, changes and/or additions to the Contract Documents, and/or any alterations, changes and/or additions to the work to be performed under the Agreement in accordance with the Contract Documents, and/or any alterations, changes and/or additions to the Agreement and/or any giving by the Obligee of any extensions of time for the performance of the Agreement in accordance with the Contract Documents, and/or any act of forbearance of either the Principal or the Obligee toward the other with respect to the Contract Documents and the Agreement, and/or the reduction of any percentage to be retained by the Obligee as permitted by the Contract Documents and by the Agreement, shall not release, in any manner whatsoever, the Principal and the Surety, or either of them, or their heirs, executors, administrators, successors and assigns, from liability and obligations under this Bond; and the Surety, for value received, does waive notice of any such alterations, changes, additions, extensions of time, acts of forbearance and/or reduction of retained percentage.

Provided, that it is expressly agreed that this Bond shall be deemed amended automatically and immediately, without formal and separate amendments hereto, upon amendment to the Agreement or the Contract Documents not increasing the contract price more than twenty percent (20%), so as to bind the Principal and the Surety to the full and faithful performance of the Agreement and the Contract Documents as so amended. The

term "Amendment", wherever used in this Bond and whether referring to this Bond, the Agreement or the Contract Documents, shall include any alteration, addition, extension or modification of any character whatsoever.

Provided, further, that no final settlement between the Obligee and the Principal shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

The Surety shall not be liable in the aggregate to the Obligee for more than the total sum set forth above. The Surety may elect to make any payment hereunder to either Obligee or both, by its check issued jointly or individually.

IN WITNESS WHEREOF, the Principal and the Surety cause this Bond to be signed, sealed and delivered this _____ day of _____, 2025.

(Individual Principal)

WITNESS:

(Signature of Individual)

Trading _____ and _____ doing _____ business
as:_____.

(Partnership Principal)

WITNESS: _____

(Name of Partnership)

By: _____(SEAL)

(Partner)

(Corporation Principal)

(Name of Corporation)

By: _____

(Vice) President

ATTEST:

(Assistant) Secretary

(CORPORATE SEAL)

or (if appropriate)

WITNESS:

(Name of Corporation)

*By: _____

(Authorized

Representative)

(CORPORATE SEAL)

**Attach appropriate proof, dated as of the same date as the Bond, evidencing authority to execute on behalf of the corporation.*

(Corporate Surety)

WITNESS:

(Name of Corporation)

**By: _____

(Attorney-in-fact)

(CORPORATE SEAL)

***Attach an appropriate power of attorney,
dated as of the same date as the Bond,
evidencing the authority of the Attorney-
in-fact to act on behalf of the corporation.*

AGREEMENT BETWEEN EAST GOSHEN TOWNSHIP AND CONTRACTOR

THIS AGREEMENT, made the _____ day of _____, in the year 2025, by and between

_____ hereinafter called the CONTRACTOR, and East Goshen Township, Chester County, Pennsylvania, hereinafter called the TOWNSHIP.

Witnessed that the CONTRACTOR and the TOWNSHIP for the considerations hereafter named, agree as follows:

ARTICLE 1 - SCOPE OF WORK: The CONTRACTOR shall furnish all the materials, equipment, and labor and perform all of the work for the collection of Municipal Waste, Bulk Trash items, Yard Waste, Leaf Waste, Christmas trees, and Recyclable Materials in accordance with the contract documents.

ARTICLE 2 - THE CONTRACT: The TOWNSHIP shall pay the CONTRACTOR for the performance of the contract, in accordance with the contract documents, as follows: At the first regularly scheduled meeting of the Board of Supervisors after receipt of the invoice.

ARTICLE 3 - THE CONTRACT DOCUMENTS: This Agreement and the following enumerated documents form the Contract, and they are as fully a part of the Contract as if attached hereto or hereinafter repeated and are termed the Contract Documents.

1. Notice to Bidders
2. Instructions to Bidders
3. Proposal Form
4. Cost Breakdown
5. Bidder's Questionnaire
6. Equipment List
7. Affidavit of Authorization to Execute the Proposal Form
8. Affidavit Accepting the Provisions of the Workmen's Compensation Act
9. Affidavit of Non-Collusion
10. Affidavit accepting the provisions of the Omnibus Transportation Employee Testing Act of 1991
11. Affirmative Action Affidavit
12. Bid Bond
13. Consent of Surety Company
14. Performance Bond

- 15. Addenda (if applicable)
- 16. East Goshen Township Municipal Waste and Recycling Ordinance
- 17. Chester County and East Goshen Township Recyclable Marketing and Processing Agreement

ARTICLE 4 - COMMENCEMENT TIME: The CONTRACTOR hereby agrees to commence work under this contract on January 1, 2026.

IN WITNESS WHEREOF, the parties hereto set their hands and seal the day and year first above written.

EAST GOSHEN TOWNSHIP

BOARD OF SUPERVISORS

Township Secretary

CONTRACTOR

Witness Title

Executive Briefing Sheet

West Chester Pike Signal System – GLG Operations & System Management Stabilization Strategy

This briefing explains why the municipalities are pursuing a three-year Green Light–Go (GLG) Operations and System Management grant for the West Chester Pike adaptive signal system installed with state funding in 2019. This effort is not about debating whether the adaptive system was right or wrong, nor is it about defending or removing it. The focus is on protecting a public investment and managing risk responsibly.

The corridor was funded through a 2019 GLG award, and that investment deserves structured oversight and stewardship. Abrupt removal without documented performance and lifecycle analysis could weaken future grant credibility. By pursuing this O&M strategy, the municipalities demonstrate responsible management of prior state funding while ensuring continued operational stability.

The three-year GLG window is strategic. It allows the municipalities to stabilize operations, reduce the risk of emergency equipment failure, document actual operating and maintenance costs, track performance and reliability data, and develop objective information to guide future capital decisions. This is disciplined infrastructure management, not a permanent commitment to the existing system.

The program is designed to limit financial exposure. There will be no major reinvestment in proprietary hardware, spare processors will be obtained only for contingency purposes, and detection upgrades will remain compatible with potential future systems. This approach avoids long-term vendor lock-in while maintaining corridor reliability.

The program provides ongoing monthly monitoring, remote troubleshooting, seasonal signal retiming, and PennDOT coordination (about 240 hours per year) while also funding planned replacement of critical hardware to prevent failures and downtime. Over three years, the total investment is \$86,250 each for West Goshen and East Goshen and \$51,750 for Westtown, with 80% funded by the GLG program and a 20% local match. This equals about \$17,250 per intersection over three years (\$5,750 annually). The required local match is \$17,250 for West Goshen, **\$17,250 for East Goshen**, and \$10,350 for Westtown.

At the end of the three-year period, documented data will support an informed decision on whether to continue adaptive operations, transition to RTMC-coordinated timing, or pursue modernization funding. This structured approach protects state and local investment, reduces financial and operational risk, preserves funding credibility, and ensures that future decisions are based on objective performance data rather than reactionary circumstances.

To date West Goshen and Westtown have approved and signed the Letter of Commitment for the Green Light Go Grant application.



GREEN LIGHT-GO PROJECT SCOPING FORM

A - PROJECT OVERVIEW			
DISTRICT	COUNTY	PRIMARY MUNICIPALITY	
6	CHESTER	East Goshen Township	
PROJECT NAME			
West Chester Pike Corridor Operations and System Management			
PROJECT TYPE			
Traffic Signal Retiming			
PROJECT COMPLEXITY			
Level 0 - Retiming			
PROJECT DESCRIPTION			
East Goshen Township (lead), West Goshen Township, and Westtown Township jointly request Green Light-Go funding for continued operation and maintenance of the Rhythm Traffic Adaptive Signal System along West Chester Pike (PA Route 3). The corridor extends from the US-202 southbound ramps to PA-352 (South Chester Road) and includes 13 coordinated signals within PennDOT Systems I-0273 and I-0181. Funding will support engineering oversight, adaptive system maintenance, controller and detection repairs, operational adjustments, and technical support from Rhythm's local representative. Routine preventative signal maintenance will continue under existing municipal programs.			
WHY IS THE PROJECT NEEDED?			
West Chester Pike is a heavily traveled regional arterial requiring reliable and responsive signal operations. The Rhythm adaptive system is a major investment that depends on ongoing technical support and operational oversight to maintain performance. Identified operational needs and budget limitations restrict the municipalities' ability to fully fund these activities independently. Green Light-Go funding is necessary to preserve system reliability, reduce congestion and delay, improve travel time consistency, enhance safety, and ensure continued compliance with PennDOT standards. West Ches			
WHAT IS THE PROJECT PURPOSE?			
The purpose of this project is to enhance the safety, efficiency, and reliability of the West Chester Pike adaptive signal corridor through performance-based system operations. East Goshen Township will serve as lead municipality coordinating with PennDOT, participating municipalities, and Local Rhythm technical staff. Funded activities will include system monitoring, adaptive tuning, operational adjustments, and verification of communication and detection infrastructure, while routine preventative maintenance remains unchanged. These efforts support PennDOT goals for mobility, safety, emissions reduction, and long-term performance.			
DESCRIBE ANY ADA COMPLIANCE ISSUES			HOW MANY RIGHT-OF-WAY PARCELS OR PORTIONS OF PARCELS MAY NEED TO BE ACQUIRED?
All signalized intersections within the project corridor are ADA compliant. The participating municipalities maintain accessible pedestrian pushbuttons, compliant signal timing, and marked crosswalks as part of their routine signal maintenance programs and will continue to support ADA compliance by ensuring reliable pedestrian phases and consistent signal performance.			0
B - COST ESTIMATE			
Attach a cost estimate spreadsheet to your pre-application scoping form submission email with additional details. A template is available on the Traffic Signal Portal .			
MUNICIPAL MATCH %		REQUESTED FUNDING	MUNICIPAL MATCH
20.00%		\$156,000.00	\$39,000.00
C - PENNDOT REVIEW			
TO BE COMPLETED BY PENNDOT BUREAU OF OPERATIONS			
REVIEW COMMENTS			
<p>The advance technology does require elevated standards of care along with proactive signal system monitoring. The upkeep of fiber optic communication is also critical and the department does share the responsibility by maintaining the back bone. District concurs with the overall intent of the proposed GLG project for system preservation for optimal operation of adaptive signal systems along super critical corridors such as PA 3 (West Chester Pike) Furthermore, this project could serve as stepping stone to establish the O&M partnership with the township and ultimately serve as pilot effort for hybrid ownership of traffic signals for super critical corridors in East/West Goshen Township. However, the detail breakdown of proposed scope and cost estimate will be required. Also, the department may require prior authorization from the Department's System Performance Management Supervisor for certain activities within the project scope to ensure the efficient use of resources. Please include following high level scope along with cost estimate(the lump sum cost is not acceptable):</p> <ol style="list-style-type: none"> 1. Install redundant detection as appropriate to address the shortcomings of certain non-intrusive detection. Identify the number of approaches with sun glare and other issues to install the redundant detection. 2. Identify the proactive preventative items such as fragmentation of processor, fan health etc... 3. Estimate the number of hours for initial monitoring and remote trouble shooting. Keep in mind that the department can also assist and does monitor the system. 4. Establish hardware replacement items and quantities based on life cycle and historic expenditure. 			
DESIGN PROCESS			
Local Grant (Pub 9)			

REVIEWED BY
Mike Centi / Margo Wolfgang

DATE
2/18/2026

MEMO

Date: April 10, 2026

From: Derek Davis, Township Manager

To: Board of Supervisors

Re: Historical Commission Revival

We did start advertising for recruiting members to re-form the *East Goshen Historical Commission*. As of this writing, we have no inquiries regarding whether you want to participate. I am happy to take ideas and any other direction the board would want to give on this topic.

EAST GOSHEN TOWNSHIP



HISTORICAL COMMISSION

NOW SEEKING MEMBERS!

DO YOU HAVE AN INTEREST IN LOCAL HISTORY, PRESERVATION, OR COMMUNITY PLANNING? THE TOWNSHIP IS LOOKING FOR VOLUNTEERS TO JOIN THE HISTORICAL COMMISSION—AN ADVISORY BOARD DEDICATED TO PROTECTING AND CELEBRATING OUR COMMUNITY'S HERITAGE.

RESPONSIBILITIES INCLUDE:

- REVIEWING DEVELOPMENT PLANS TO PROTECT HISTORIC STRUCTURES
- RESEARCHING AND DOCUMENTING TOWNSHIP HISTORY
- ATTEND MONTHLY MEETINGS



**INTERESTED IN VOLUTNEERING?
VISIT OUR WEBSITE TO COMPLETE AN ABC
VOLUNTEER FORM**



Memorandum



East Goshen Township
1580 Paoli Pike
West Chester, PA 19380
610-692-7171 ext. 3103
kkrause@eastgoshen.org

Date: April 9, 2026
To: Board of Supervisors
From: Kelly A. Krause, Zoning Officer
Re: **Zoning Hearing Board Application No. Z26-01 (Dimensional Variance)**
1409 Manley Road/Campbell

A Zoning Hearing Board application has been submitted by Andrew Campbell, 1409 Manley Road, West Chester, PA 19380 to allow the 1.204 acre (52,448 square foot) parcel to be subdivided into three lots, each containing one single family dwelling. The applicant is seeking relief from §240-10.G to provide less than the minimum net lot area of 18,000 square feet for two of the proposed lots, and from §240-27A(4) to not increase the front yard setback from 30 ft to 38 ft due to the nonconforming right-of-way width. The proposed subdivision results in Lot 1 containing 17,133 square feet, Lot 2 containing 18,030 square feet, and Lot 3 containing 17,285 square feet. The existing single family detached dwelling is to be demolished. The subject property is located within the R-3 Medium Density Residential District.

The title line of the subject property does not follow the curve of Manley Road, extending past the center line of the cartway, with the westerly corner of the parcel extending over the road entirely. Generally, the property on each side of the road provides half of the width of the Right-of-Way from the center line of the cartway (16.5 feet).

In the alternative of being granted a variance, the applicant has presented a “by-right” plan to subdivide the property into three lots with two parcels containing a semi-detached single-family dwelling (i.e. one twin home), and one parcel to contain a single-family dwelling. Semi-detached lots in the R-3 Zoning District require a minimum lot area of 12,000 square feet, which would require a cumulative total net lot area of 42,000 square feet for all three lots.

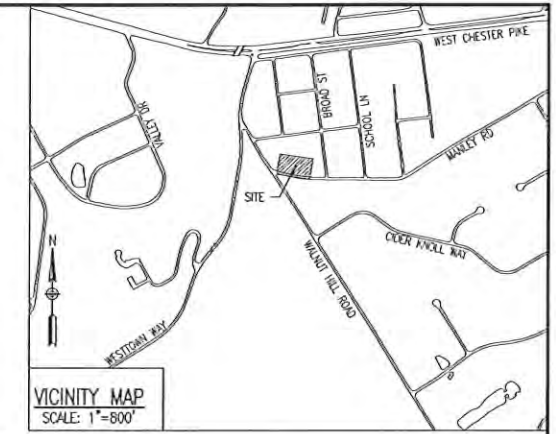
On March 24, 2026, the EGT Planning Commission recommended that the Board of Supervisors vote in favor of the variance request to allow for three single family dwelling lots, subject to coordination with the Public Works Department regarding dedication of additional right-of-way to provide 25 feet instead of 16.5 feet.

The variance will be considered by the Zoning Hearing Board on May 12, 2026 at 7:00 pm, and will return for further consideration, subject to the review and approval processes of the East Goshen Subdivision and Land Development Ordinance.

Draft Motion:

Mr. Chairman, I move that we recommend to the Board of Supervisors to _____ (support or take no action on) the dimensional variance requested by Mr. Campbell to allow two of the three parcels in the proposed subdivision to contain a lot area fewer than 18,000 square feet and to not increase the front yard setback to 38 feet.

SKETCH PLANS MINOR SUBDIVISION PLAN 1409 MANLEY ROAD EAST GOSHEN TOWNSHIP-CHESTER COUNTY-PENNSYLVANIA



STEEP SLOPES:
THERE ARE NO STEEP SLOPES LOCATED ON THE SITE. ALL ON-SITE SLOPED AREAS EXCEED LESS THAN THE REQUIRED 50 FOOT HORIZONTAL LENGTH SPECIFIED IN TOWNSHIP CODE §240.251(6) TO QUALIFY AS STEEP SLOPES.

LEGEND

EXISTING

- 24.0- MINOR CONTOUR LINE
- 125.0- MAJOR CONTOUR LINE
- +273.45- SPOT ELEVATION
- [Hatched] BUILDING
- [Dashed] LOT LINE
- [Dotted] ADJOINING LINE
- [Solid] RIGHT OF WAY (ROW)
- [Dashed] SETBACK LINE
- [Dotted] DRIVEWAY
- [Hatched] STONE WALK
- [Hatched] CONCRETE WALK
- [Hatched] EXISTING WALL
- [Hatched] EXISTING GRAVEL AREA
- [Hatched] AREA SOUTH OF THE ROAD CENTERLINE
- [Circle with cross] TREE / TREE STUMP
- [Dashed] TREE LINE
- [Dashed] SHRUB LINE
- [Dashed] METES AND BOUNDS
- [Dashed] CURB
- [Dashed] EDGE OF PAVEMENT
- [Dashed] WATER LINE
- [Dashed] SANITARY SEWER
- [Dashed] OVERHEAD ELECTRIC
- [Dashed] FENCE LINE
- [Dashed] STREET SOLID WHITE LINE
- [Dashed] STREET DOUBLE YELLOW LINE

EXISTING

- △ SOIL TEST PIT
- LIGHT POLE
- LIGHT POLE
- SIGN
- FIRE HYDRANT
- WATER VALVE
- IRON PIN FOUND
- MONUMENT FOUND
- ELECTRIC METER
- GAS METER
- SEWER MANHOLE
- SEWER CLEANOUT
- SEWER CLEANOUT

ABBREVIATIONS LEGEND:

- 10T 10 INCHES TREE
- AC AIR CONDITION UNIT
- BSL BUILDING SETBACK LINE
- CFB COMPOSITE FILTER SOCK
- CR CLEANOUT
- OR CABLE RISER
- E ELECTRIC
- EP EDGE OF PAVEMENT
- FF FINISH FLOOR
- FY FRONT YARD
- G GAS SERVICE
- GF GARAGE FINISH FLOOR
- OF OUT WIRE
- OH HYDRANT
- BF IRON PIN FOUND
- PF IRON PIN FOUND AND HELD
- LP LIGHT POLE
- LOD LIMITS OF DISTURBANCE
- MB SEWER MANHOLE
- MCN MONUMENT FOUND
- MB MAIL BOX
- MB MANHOLE
- OE OVERHEAD ELECTRIC
- FS FERTILIZER SEED
- RY REAR YARD
- SF SILT FENCE
- SSF SUPER SILT FENCE
- SY SIDE YARD
- TP SOIL TEST PIT
- WV WATER VALVE

SETBACKS ABBREVIATIONS:

- F.Y.S.L. FRONT YARD SETBACK LINE
- R.Y.S.L. REAR YARD SETBACK LINE
- S.Y.S.L. SIDE YARD SETBACK LINE



- GENERAL NOTES:**
- RECORD OWNER: CAMPBELL, PATRICK M. EQUITABLE OWNER: ESTATE OF PATRICK M. CAMPBELL
 - THIS LOT IS RECORDED IN CHESTER COUNTY COUNTY - DEED BOOK 11245 PAGE 965.
 - SITE ADDRESS: 1409 MANLEY ROAD, WEST CHESTER, PA 19382
 - TRACT AREA: 60,143 SF / 1.380 ACRES (GROSS)
 - LESS ROAD RIGHT OF WAY - 16.5' FROM PHYSICAL ROAD CENTER LINE: 7,700 SF / 0.176 AC. NET TRACT AREA: 52,443 SF / 1.204 AC.
 - EXISTING SITE FEATURES AND TOPOGRAPHIC SURVEY PERFORMED BY ONE ENGINEER DATED 12/29/2025.
 - THE SITE BENCHMARK IS THE TOP OF A MANHOLE IN THE BACK OF THE PROPERTY. TOP ELEVATION 363.55. DATUM: NAVD 83.
 - 100-YEAR FLOODPLAIN PROPERTY IS LOCATED IN ZONE X DEFINED AS "AREA OF MINIMAL HAZARD". REFER TO FIRM NUMBER 4202202150 DATED SEPTEMBER 23, 2017, PANEL 215 OF 300.
 - A METEANALYSIS PREPARED BY "THERBERT E. MAC COMBE" INDICATES THAT NO METEANS ARE PRESENT ON THIS SITE.
 - THIS LOT IS SERVED BY PRIVATE WELL AND PUBLIC SEWER SERVICE. AQUA WATER SERVICE EXPRESSED INTEREST IN SERVING FUTURE LOTS.
 - EXISTING PINE TREES ARE SHOWN AS CIRCLES AND LABELED AS "TP".
 - RIGHT OF WAY SHOWN IS BASED ON A 33 FT STATUTORY WIDTH MEASURED 16.5 FT FROM THE CENTERLINE UNLESS OTHERWISE NOTED.
 - THIS LOT IS LOCATED IN THE WATERSHED OF EAST BRANCH CHESTER CREEK WHICH HAS A DESIGNATION OF (TSP, WF) BY THE COMMONWEALTH OF PENNSYLVANIA (25 PA CHAPTER 93).
 - THIS PROJECT PROPOSES THE SUBDIVISION OF THE EXISTING LOT INTO 3 SEPARATE LOTS WITH EACH LOT TO BE SERVED BY PUBLIC WATER AND PUBLIC SEWER. THE PUBLIC SEWER IS LOCATED IN THE BACKYARD OF THE PROPOSED THREE LOTS.
 - THIS PLAN IS NOT TO BE REPRODUCED WITHOUT THE WRITTEN APPROVAL OF ONE ENGINEER.
 - DO NOT MEASURE THIS PLAN.
- SURVEY REFERENCE NOTES:**
- LOT RECORDED DEEDS - DEED BOOK 11245 PAGE 965.
 - PLAN ENTITLED "PLAN OF PROPERTY FOR WILLIAM G. AND ANNA M. BALDWIN", PREPARED BY HOWARD M. DORAN, PE, DATED 05 MARCH, 1984 RECORDED UNDER PLAN NUMBER 4360 (FOR PARCELS 53-6F-33 & 53-6F-33.1).
 - PLAN ENTITLED "PLAN OF PROPERTY FOR MARION WENDEG", PREPARED BY HOWARD M. DORAN, PE, DATED 05 MARCH, 1984 RECORDED UNDER PLAN NUMBER 4350 (FOR PARCELS 53-6F-32 & 53-6F-32.1).
 - DEEDS OF PARCEL 53-6F-32.1, DEED BOOK 10314, PAGE 560.
 - DEEDS OF PARCEL 53-6F-32.2, DEED BOOK 8267, PAGE 760.
 - DEEDS OF PARCEL 53-6F-32.5, DEED BOOK 11430, PAGE 795.
- SIGHT DISTANCE NOTE:**
- SIGHT DISTANCE TO BE FIELD VERIFIED POST-CONSTRUCTION TO CONFIRM PROPER SIGHT DISTANCES ARE MET.
- WAIVERS REQUEST:**
- SALDO §205-31 REQUIRES THAT A FINAL PLAN BE SUBMITTED ONLY AFTER APPROVAL OF A PRELIMINARY PLAN. THE APPLICANT REQUESTS PERMISSION TO SUBMIT THE PLAN AS A COMBINED PRELIMINARY/FINAL PLAN.
 - SALDO §205-44(d) REQUIRES 50 FOOT RIGHT OF WAY FOR MINOR OR LOCAL STREET.
- MANLEY ROAD IS CURRENTLY CONSTRUCTED ALMOST ENTIRELY WITHIN THE SUBJECT PROPERTY. THE REQUIRED 25 FOOT RIGHT OF WAY DEDICATION PROVIDED BY THE DEVELOPMENT ACROSS THE STREET, MEASURED SOUTH OF THE ROAD CENTERLINE, FALLS ALMOST ENTIRELY ONTO THE SUBJECT PARCEL. WITH THE ENCROACHMENT BRACING FROM APPROXIMATELY 5 TO 20 FEET INSIDE THE PROPERTY BOUNDARY AND CONSUMING A TOTAL OF 2,481 SQUARE FEET OF THE SUBJECT TRACT. GIVEN THIS EXISTING CONDITION, THE APPLICANT IS REQUESTING RELIEF FROM THE FULL 25 FOOT DEDICATION NORTH OF THE CENTERLINE AND SEeks TO REDUCE THAT REQUIREMENT TO 18.5 FEET.
- VARIANCE REQUESTS:**
- ZONING SECTION 240-100 REQUIRES MINIMUM LOT AREA FOR A SINGLE FAMILY DETACHED DWELLING TO BE 18,000. MANLEY ROAD IS CURRENTLY CONSTRUCTED ALMOST ENTIRELY WITHIN THE SUBJECT PROPERTY. THE ROADWAY BEEN BUILT IN ITS PROPER LOCATION, AN ADDITIONAL 2,481 SQUARE FEET OF LAND WOULD HAVE REMAINED WITHIN THE TRACT AND COULD HAVE BEEN INCLUDED IN THE PROPOSED NEW LOTS. THIS LOT AREA WOULD HAVE ALLOWED ALL THREE LOTS TO EXCEED 18,000 SQUARE FEET.
- THE THREE LOTS REQUIRE A COMBINED MINIMUM OF 54,000 SQUARE FEET. THE SITE PRESENTLY PROVIDES 52,443 SQUARE FEET NET AREA ENCLOSED BY THE PARCEL BOUNDARY. WITH THE MISALIGNED ROADWAY, WHEN THE 2,481 SQUARE FEET OF LOT AREA IS ADDED BACK, THE TOTAL AVAILABLE AREA BECOMES 54,924 SQUARE FEET, WHICH IS 929 SQUARE FEET MORE THAN THE REQUIRED MINIMUM TO CREATE THREE LOTS BY RIGHT.
- FOR THIS REASON, THE APPLICANT REQUESTS THAT THE MINIMUM LOT AREA REQUIREMENT BE REDUCED TO 17,100 SQUARE FEET TO PERMIT THE CONSTRUCTION OF THREE SINGLE FAMILY DETACHED DWELLINGS.
- ZONING SECTION 240-22(4) TO INCREASE THE FRONT AND/OR SIDE STREET YARD BY THE DIFFERENCE BETWEEN THE EXISTING RIGHT-OF-WAY AND THE RIGHT-OF-WAY SPECIFIED IN SUBSECTION A(1).
- COMPLIANCE WOULD REQUIRE THE PROPOSED DWELLING TO BE SHIFTED AN ADDITIONAL 8.5 FEET AWAY FROM THE STREET TO SATISFY THE INCREASED SETBACK. PUSHING THE HOUSE BACK THIS ADDITIONAL DISTANCE WOULD SUBSTANTIALLY REDUCE THE USABLE REAR YARD AREA AND FORCE THE STRUCTURE CLOSER TO THE REAR STREET. THIS CONDITION INTRODUCES CONCERNS REGARDING LONG TERM FOUNDATION INTEGRITY, STORMWATER MANAGEMENT, AND OVERALL SITE FUNCTIONALITY.

PARID: 5306F00320400
UPI 53-6F-32.4

ZONING REGULATIONS
EAST GOSHEN TOWNSHIP
R-3: MEDIUM DENSITY SUBURBAN RESIDENTIAL
CHAPTER 240-ARTICLE II- SECTION 240-10
FOR SINGLE-FAMILY DETACHED DWELLING

	REQUIRED	EXISTING	NEW LOT 1	NEW LOT 2	NEW LOT 3
MINIMUM LOT AREA- SF	18,000	52,443	17,133	18,030	17,265
MIN LOT WIDTH @ BLDG. SETBACK LINE- FT	100	>150	105.81	107.11	102.56
MIN LOT WIDTH @ STREET LINE- FT	50	>25	105.81	107.11	102.56
MINIMUM FRONT YARD- FT	30	6.64	30	30	30
AVERAGE FRONT YARD ⁽¹⁾ - FT	40	N/A	N/A	N/A	N/A
MINIMUM SIDE YARD ⁽²⁾ - FT	20	126.10	>20	>20	>20
MINIMUM REAR YARD- FT	30	127.95	>30	>30	>30
MAXIMUM LOT COVERAGE:					
BY BUILDINGS- %	25	2.27	<25	<25	<25
BY TOTAL IMPERVIOUS COVER- %	35	8.85	<35	<35	<35
MAXIMUM BUILDING HEIGHT:					
STORIES	3	<3	<3	<3	<3
FEET	30 FT	<30FT	<30FT	<30FT	<30FT

- TO OBTAIN MORE FLEXIBILITY IN PLACING BUILDINGS IN ALL RESIDENTIAL SUBDIVISIONS OF TWO OR MORE LOTS, AN AVERAGE BUILDING SETBACK LINE OF 40 FEET AND A MINIMUM BUILDING SETBACK LINE OF 30 FEET SHALL BE REQUIRED.
- EACH OF TWO SIDE YARDS, UNLESS OTHERWISE NOTED.

SHEET INDEX:

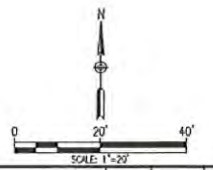
1. 3 SINGLE HOUSES SKETCH PLAN	SHEET 1
2. A TURNS AND ONE SINGLE HOUSES SKETCH PLAN	SHEET 2
3. EXISTING CONDITIONS AND STEEP SLOPES ANALYSIS PLAN	SHEET 3



- UTILITY LOCATOR SERVICE & DIG PERMIT**
- THE CONTRACTOR SHALL CONTACT THE LOCAL UTILITY LOCATOR SERVICE TWO (2) WORKING DAYS PRIOR TO THE START OF CONSTRUCTION.
 - PRIOR TO THE START OF CONSTRUCTION THE CONTRACTOR SHALL FILE LOCAL OR STATE PERMITS IF REQUIRED.
 - DATE OF TICKET: 2026-01-14

SERIAL	UTILITY PROVIDER	RESPONSE	RESPONSE DATE
1.	COMCAST CABLE CHESTER CO.	CLEAR	01-30-2026
2.	FLECO AND DELCON CO.	CLEAR	01-30-2026
SERIAL	UTILITY PROVIDER	RESPONSE	RESPONSE DATE
1.	AQUA PENNSYLVANIA	CLEAR	01-29-2026
2.	VERIZON	NO RESPONSE	01-29-2026

3 SINGLE HOUSES SKETCH PLAN
FOR
1409 MANLEY ROAD
WEST CHESTER, PA 19382
EAST GOSHEN TOWNSHIP, CHESTER COUNTY
PENNSYLVANIA
EQUITABLE OWNER
ESTATE OF PATRICK M. CAMPBELL / ANDREW CAMPBELL
20 VALLEY VIEW LANE
ANDREW.CAMPBELL1283@GMAIL.COM



REVISIONS	REV. NO.	DATE	APPROVED BY

BY ALPHA DESIGNS, LLC
GME ENGINEERING
CIVIL AND SITE DESIGN SPECIALISTS
1117 CAROLINA AVE. WEST CHESTER, PA 19380
PHONE: (610) 732-0707 | EMAIL: GEORGE@GMEENGINEERING.COM
GMAIL: GMEENGINEERING@GMAIL.COM

THIS DRAWING AND THE DESIGN SHOWN ARE THE EXCLUSIVE PROPERTY OF GME ENGINEERING AND SHALL NOT BE ALTERED OR COPIED WITHOUT WRITTEN PERMISSION.

DRAWING NAME: 1409 MANLEY RD-TEST IMG
SCALE: 1"=20'
DRAWN BY: G. MAALOUF
DESIGNED BY: G. MAALOUF
CHECKED BY: G. MAALOUF
DATE: 01/21/2026
COMM. NO.: 2025-007
LAYOUT TITLE: 51
SHEET NO.: 1 OF 2

LEGEND

EXISTING

- 24- MINOR CONTOUR LINE
- 25- MAJOR CONTOUR LINE
- +273.45 SPOT ELEVATION
- BUILDING
- LOT LINE
- ADJOINING LINE
- RIGHT OF WAY (ROW)
- SETBACK LINE
- DRIVEWAY
- STONE WALK
- CONCRETE WALK
- EXISTING WALL
- EXISTING GRAVEL AREA
- AREA SOUTH OF THE ROAD CENTERLINE
- TREE / TREE STUMP
- TREE LINE
- SHRUB LINE
- METES AND BOUNDS
- CURB
- EDGE OF PAVEMENT
- WATER LINE
- SANITARY SEWER
- OVER-HEAD ELECTRIC
- FENCE LINE
- STREET SOLID WHITE LINE
- STREET DOUBLE YELLOW LINE

EXISTING

- SOIL TEST PIT
- LIGHT POLE
- SIGN
- FIRE HYDRANT
- WATER VALVE
- IRON PIN FOUND
- MONUMENT FOUND
- ELECTRIC METER
- GAS METER
- SEWER MAN-HOLE
- SEWER CLEANOUT
- SEWER CLEANOUT

ABBREVIATIONS LEGEND:

- 10" 10" INCHES TREE
- AC AIR CONDITION UNIT
- BSL BUILDING SETBACK LINE
- CFB COMPOST FILTER SOCK
- CO CLEANOUT
- CR CABLE RISER
- E ELECTRIC
- EP EDGE OF PAVEMENT
- FF FINISH FLOOR
- FF FRONT YARD
- G GAS SERVICE
- GFF GARAGE FINISH FLOOR
- GW GUY WIRE
- HD HYDRANT
- IF IRON PIN FOUND
- IF&H IRON PIN FOUND AND HELD
- LP LIGHT POLE
- LOO LIMITS OF DISTURBANCE
- MH MONUMENT FOUND
- MB MAIL BOX
- MEI MAN-HOLE
- OE OVER-HEAD ELECTRIC
- FS PERMANENT SEED
- RY REAR YARD
- SF SILT FENCE
- SSF SUPER SILT FENCE
- SY SIDE YARD
- TP SOIL TEST PIT
- WV WATER VALVE

SETBACKS ABBREVIATIONS:

- F.Y.S.L. FRONT YARD SETBACK LINE
- R.Y.S.L. REAR YARD SETBACK LINE
- S.Y.S.L. SIDE YARD SETBACK LINE



PARID: 5306F00320400
UPI 53-6F-32.4

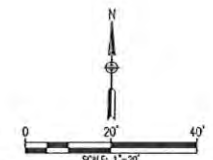
ZONING REGULATIONS
EAST GOSHEN TOWNSHIP
R-3: MEDIUM DENSITY SUBURBAN RESIDENTIAL
CHAPTER 240-ARTICLE II- SECTION 240-10

	FOR SINGLE- FAMILY DETACHED DWELLING REQUIRED	FOR SINGLE- SEMI DETACHED DWELLING REQUIRED	EXISTING	NEW LOT 1	NEW LOT 2	NEW LOT 3
MINIMUM LOT AREA- SF	18,000	12,000	5,244.8	15,557	16,178	18,027
MIN LOT WIDTH @ BLDG. SETBACK LINE- FT	100	100	>150	101.60	100.00	112.50
MIN LOT WIDTH @ STREET LINE- FT	50	50	>25	101.60	100.00	112.50
MINIMUM FRONT YARD- FT	30	30	6.64	34.11	34.61	32.97
AVERAGE FRONT YARD ⁽¹⁾ - FT	40	40	N/A	N/A	N/A	N/A
MINIMUM SIDE YARD ⁽²⁾ - FT	20	20	125.10	28.6	25.0	21.0
MINIMUM REAR YARD- FT	30	30	127.99	64.49	74.49	43.62
MAXIMUM LOT COVERAGE:						
BY BUILDINGS- %	25	25	2.27	25	24.11	23.71
BY TOTAL IMPERVIOUS COVER- %	35	35	8.85	31.59	30.29	34.27
MAXIMUM BUILDING HEIGHT:						
STORIES	3	3	<3	<3	<3	<3
FEET	30 FT	30 FT	<30FT	<30FT	<30FT	<30FT

(1) TO OBTAIN MORE FLEXIBILITY IN PLACING BUILDINGS IN ALL RESIDENTIAL SUBDIVISIONS OF TWO OR MORE LOTS, AN AVERAGE BUILDING SETBACK LINE OF 40 FEET AND A MINIMUM BUILDING SETBACK LINE OF 30 FEET SHALL BE REQUIRED.

(2) EACH OF TWO SIDE YARDS, UNLESS OTHERWISE NOTED.

A TWINS AND ONE SINGLE HOUSES SKETCH PLAN
FOR
1409 MANLEY ROAD
WEST CHESTER, PA 19382
EAST GOSHEN TOWNSHIP, CHESTER COUNTY
PENNSYLVANIA
EQUITABLE OWNER
ESTATE OF PATRICK M CAMPBELL / ANDREW CAMPBELL
20 VALLEY VIEW LANE
ANDREW.CAMPBELL1283@GMAIL.COM



REVISIONS	REV. NO.	DATE	APPROVED BY

02-13-2026

BY ALPHA DESIGNS, LLC
GME ENGINEERING
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WWW.ALPHADESIGNS-PA.COM

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SCALE: AS NOTED
DRAWN BY: E.S.W.
DATE: 01/21/2025

DRAWING NAME: 1409 MANLEY RD-REV02
DESIGNED BY: E. MAALOUF
CONV. NO.: 2025-407
LAYOUT TITLE: 20
SHEET NO.: 1 OF 2

PennState - C:\Users\jcampbell\OneDrive\Desktop\1409 Manley Road\1409 Manley Road.dwg
 Date: 01/21/2025 10:58:10 AM
 User: jcampbell
 Plot: 01/21/2025 11:02:00 AM
 Plotter: HP DesignJet T1100PS

DEFINITIONS: WORD USAGE: EAST GOSHEN TOWNSHIP

1- ZONING ORDINANCE: ARTICLE II - § 240-6

ACCESSORY BUILDING - A BUILDING, SUCH AS A PRIVATE GARAGE, PRIVATE SWIMMING POOL AND APPOINTMENT BATHHOUSE, PRIVATE TOILETHOUSE, CHILDREN'S PLAYHOUSE OR A NONCOMMERCIAL GREENHOUSE, WHICH IS SUBSERVIENT AND ACCESSORY TO A PRINCIPAL BUILDING ON THE SAME LOT AND WHICH IS USED FOR PURPOSES CUSTOMARILY INCIDENTAL TO THOSE OF THE PRINCIPAL BUILDING.

BUILDING - ANY STRUCTURE HAVING A ROOF SUPPORTED BY COLUMNS OR WALLS, USED FOR THE SHELTER, HOUSING OR ENCLOSURE OF PERSONS, ANIMALS OR PROPERTY. "BUILDING" IS INTERPRETED AS INCLUDING "OR PART THEREOF."

BUILDING COVERAGE - THE RATIO OBTAINED BY DIVIDING THE GROUND FLOOR AREA OF ALL PRINCIPAL AND ACCESSORY BUILDINGS ON A LOT (INCLUDING COVERED PORCHES, CARPORTS AND BREZZERIAS, BUT EXCLUDING OPEN BY THE TOTAL AREA OF THE LOT UPON WHICH THE BUILDINGS ARE LOCATED).

BUFFER YARD - A STRIP OF LAND WHICH MAY BE A PART OF THE MINIMUM SETBACK DISTANCE AND WHICH IS FREE OF ANY PRINCIPAL OR ACCESSORY BUILDING, PARKING, OUTDOOR STORAGE OR ANY OTHER USE OTHER THAN OPEN SPACE, INCLUDING PLANT SCREENING.

IMPERVIOUS COVERAGE - THE TOTAL AREA OF ALL IMPERVIOUS SURFACES ON A LOT (INCLUDING BUILDING COVERAGE) DIVIDED BY THE TOTAL LOT AREA. "IMPERVIOUS SURFACES" SHALL INCLUDE AREAS COVERED BY ROOFS, CONCRETE, ASPHALT OR OTHER MAN-MADE COVER WHICH HAS A COEFFICIENT OF RUNOFF OF 0.7 OR HIGHER. THE TOWNSHIP ENGINEER SHALL DECIDE ANY DISPUTE OVER WHETHER AN AREA IS IMPERVIOUS.

LOT AREA - THE HORIZONTAL AREA OF LAND CONTAINED WITHIN THE PROPERTY LINES BOUNDING THE LOT, EXCLUDING ANY PORCHES THEREOF WITHIN A STREET RIGHT-OF-WAY. THE CALCULATION OF IMPERVIOUS COVERAGE, AS HEREBY DEFINED, SHALL BE APPLIED TO THE TOTAL LOT AREA, EXCLUSIVE OF THE AREA OF THE LOT LYING WITHIN ANY STREET RIGHT-OF-WAY.

STEEP SLOPES - UNLESS OTHERWISE STATED, SHALL MEAN AREAS WITH A CHANGE IN ELEVATION EQUAL OR GREATER THAN 15%. SUCH SLOPES SHALL BE BASED UPON AND MAPPED USING TWO-FOOT CONTOURS, UNLESS ANOTHER INTERVAL IS PREAPPROVED BY THE ZONING OFFICER (SEE §§ 240-25 THROUGH 240-28 CONCERNING STEEP SLOPE DEVELOPMENT). UNLESS OTHERWISE STATED, STEEP SLOPES THAT WERE CLEARLY MAN-MADE AND NOT NATURALLY STEEP SHALL NOT BE REGULATED BY THE STEEP SLOPE REGULATIONS OF THIS CHAPTER.

SEMI DETACHED DWELLING OR GARAGE HOUSE - A DWELLING UNIT SURROUNDING ON ALL BUT ONE SIDE BY YARDS, LOCATED SO THAT ONE WALL IS ON OR ADJOINING A SIDE LOT LINE AND ABUTS THE NEIGHBORING HOUSE. [ADOPTED 11-1-1999 BY ORD. NO. 129-G-99; AMENDED 2-22-2005 BY ORD. NO. 129-A-05]

2- SUDO §205-7:

LOT AREA - THE TOTAL AREA WITHIN THE BOUNDARY LINES OF A SINGLE LOT AS COMPUTED AND STIPULATED IN CHAPTER 240, ZONING (AS AMENDED).

3- SUDO §240-25-C.6:

MEASUREMENT OF STEEP SLOPES

- (a) SLOPE CONTOURS SHALL BE SUBMITTED AT TWO-FOOT ELEVATION INTERVALS TO DETERMINE COMPLIANCE WITH THIS SECTION.
- (b) UNLESS OTHERWISE STATED, STEEP SLOPES SHALL BE IDENTIFIED WHENEVER THEY ARE PRESENT ACROSS ANY FIFTY-FOOT HORIZONTAL LENGTH.

LEGEND

EXISTING

- 124 --- MINOR CONTOUR LINE
- 125 --- MAJOR CONTOUR LINE
- 773.45 --- SPOT ELEVATION
- BUILDING --- BUILDING
- LOT LINE --- LOT LINE
- ADJOINING LINE --- ADJOINING LINE
- RIGHT OF WAY (ROW) --- RIGHT OF WAY (ROW)
- SETBACK LINE --- SETBACK LINE
- DRIVEWAY --- DRIVEWAY
- STONE WALK --- STONE WALK
- CONCRETE WALK --- CONCRETE WALK
- EXISTING WALL --- EXISTING WALL
- EXISTING GRAVEL AREA --- EXISTING GRAVEL AREA
- AREA SOUTH OF THE ROAD CENTERLINE --- AREA SOUTH OF THE ROAD CENTERLINE
- TREE / TREE STUMP --- TREE / TREE STUMP
- TREE LINE --- TREE LINE
- STRIP LINE --- STRIP LINE
- METES AND BOUNDS --- METES AND BOUNDS
- CURB --- CURB
- EDGE OF PAVEMENT --- EDGE OF PAVEMENT
- WATER LINE --- WATER LINE
- SANITARY SEWER --- SANITARY SEWER
- OVERHEAD ELECTRIC --- OVERHEAD ELECTRIC
- FENCE LINE --- FENCE LINE
- STREET SOLID WHITE LINE --- STREET SOLID WHITE LINE
- STREET DOUBLE YELLOW LINE --- STREET DOUBLE YELLOW LINE

EXISTING

- △ SOIL TEST PIT
- ☆ LIGHT POLE
- LIGHT POLE
- SIGN
- FIRE HYDRANT
- WATER VALVE
- IRON PIN FOUND
- MONUMENT FOUND
- ELECTRIC METER
- GAS METER
- SEWER MANHOLE
- SEWER CLEANOUT
- SEWER CLEANOUT

ABBREVIATIONS LEGEND:

- 10T 10 INCHES TREE
- AC AIR CONDITION UNIT
- BSL BUILDING SETBACK LINE
- CFS COMPOST FILTER SOCK
- CO CLEANOUT
- CR CABLE RISER
- E ELECTRIC
- EP EDGE OF PAVEMENT
- FF FINISH FLOOR
- FF FRONT YARD
- G GAS SERVICE
- GFF GARAGE FINISH FLOOR
- GW GUY WIRE
- HYD HYDRANT
- IFP IRON PIN FOUND
- IFP&H IRON PIN FOUND AND HELD
- LP LIGHT POLE
- LOD LIMITS OF DISTURBANCE
- MH MANHOLE
- MCM MONUMENT FOUND
- MB MAIL BOX
- MH MANHOLE
- OE OVERHEAD ELECTRIC
- PS PERMANENT SEED
- RY REAR YARD
- SF SILT FENCE
- SSF SUPER SILT FENCE
- SY SIDE YARD
- TP SOIL TEST PIT
- WV WATER VALVE

SLOPES LEGEND

- 15% TO 25% - NOT STEEP SLOPES BECAUSE LENGTH IS LESS THAN 50 FT (240-25.C6)
- >25% - NOT STEEP SLOPES BECAUSE LENGTH IS LESS THAN 50 FT (240-25.C6)
- >25% - NOT STEEP SLOPES BECAUSE IT IS A MAN MADE STEEP SLOPES

PARID: 5306F00320400
UPI 53-6F-32.4

ZONING REGULATIONS
EAST GOSHEN TOWNSHIP
R-3: MEDIUM DENSITY SUBURBAN RESIDENTIAL
CHAPTER 240-ARTICLE II - SECTION 240-10

	REQUIRED	EXISTING
MINIMUM LOT AREA - SF	18,000	52,145
MIN LOT WIDTH @ ELOC. SETBACK LINE - FT	100	>150
MIN LOT WIDTH @ STREET LINE - FT	50	>25
MINIMUM FRONT YARD - FT	30	6.64
AVERAGE FRONT YARD ⁽¹⁾ - FT	40	N/A
MINIMUM SIDE YARD ⁽²⁾ - FT	20	126.10
MINIMUM REAR YARD - FT	30	127.95
MAXIMUM LOT COVERAGE:		
BY BUILDINGS - %	25	2.27
BY TOTAL IMPERVIOUS COVER - %	35	8.85
MAXIMUM BUILDING HEIGHT:		
STORIES	3	<3
FEET	30 FT	<30 FT

- (1) TO OBTAIN MORE FLEXIBILITY IN PLACING BUILDINGS IN ALL RESIDENTIAL SUBDIVISIONS OF TWO OR MORE LOTS, AN AVERAGE BUILDING SETBACK LINE OF 40 FEET AND A MINIMUM BUILDING SETBACK LINE OF 30 FEET SHALL BE REQUIRED.
- (2) EACH OF TWO SIDE YARDS, UNLESS OTHERWISE NOTED.

GENERAL NOTES:

1. RECORD OWNER: CAMPBELL, PATRICK M. EQUITABLE OWNER: ESTATE OF PATRICK M CAMPBELL
2. THIS LOT IS RECORDED IN CHESTER COUNTY COUNTY - DEED BOOK 11245 PAGE 955.
3. SITE ADDRESS: 1409 MANLEY ROAD, WEST CHESTER, PA 19382
4. TRACT AREA: 60,148 SF / 1.380 ACRES (0.0025)
LESS ROAD FRONT OF HWY - 16.5' FROM PHYSICAL ROAD CENTERLINE: 7,700 SF / 0.176 AC.
NET TRACT AREA: 60,148-7,700= 52,448 SF / 1.204 AC.
5. EXISTING SITE FEATURES AND TOPOGRAPHIC SURVEY PERFORMED BY GME ENGINEERING DATED 12/29/2025.
6. THE SITE BENCHMARK IS THE TOP OF A MANHOLE IN THE BACK OF THE PROPERTY. TOP ELEVATION 353.55. DATUM: NAVD 83.
7. 100-YEAR FLOODPLAIN PROPERTY IS LOCATED IN ZONE X DEFINED AS "AREA OF MINIMAL HAZARD". REFER TO FIRM MAP NUMBER 420290215G DATED SEPTEMBER 29, 2017, PANEL 215 OF 300.
8. A WETLAND ANALYSIS PREPARED BY "HERBERT E. MAC COMBE" INDICATES THAT NO WETLANDS ARE PRESENT ON THIS SITE.
9. THIS LOT IS SERVED BY PRIVATE WELL AND PUBLIC SEWER SERVICE. AQUA WATER SERVICE EXPRESSED INTEREST IN SERVING FUTURE LOTS.
10. EXISTING IRON PINS ARE SHOWN AS CIRCLES AND LABELED AS "IP".
11. FRONT OF WELLS SHOWN IS BASED ON A 33 FT STATUTORY WIDTH MEASURED 16.5 FT FROM THE CENTERLINE UNLESS OTHERWISE NOTED.
12. THIS LOT IS LOCATED IN THE WATERSHED OF EAST BRANCH CHESTER CREEK WHICH HAS A DESIGNATION OF (TSF, W) BY THE COMMONWEALTH OF PENNSYLVANIA (25 PA CHAPTER 93).
13. THIS PROJECT PROPOSES THE SUBDIVISION OF THE EXISTING LOT INTO 3 SEPARATE LOTS WITH EACH LOT TO BE SERVED BY PUBLIC WATER AND PUBLIC SEWER. THE PUBLIC SEWER IS LOCATED IN THE BACKYARD OF THE PROPOSED THREE LOTS.
9. THIS PLAN IS NOT TO BE REPRODUCED WITHOUT THE WRITTEN APPROVAL OF GME ENGINEERING.
10. DO NOT MEASURE OF THIS PLAN.

SURVEY REFERENCE NOTES:

1. LOT RECORDED DEEDS - DEED BOOK 11245 PAGE 955.
2. PLAN ENTITLED "PLAN OF PROPERTY FOR WILLIAM G. AND ANNA M. BALDWIN", PREPARED BY HOWARD W. DORAN, PE, DATED 05 MARCH, 1984 RECORDED UNDER PLAN NUMBER 4560 (FOR PARCELS 53-6F-33 & 53-6F-33.1).
3. PLAN ENTITLED "PLAN OF PROPERTY FOR MARVIN MENBERG", PREPARED BY HOWARD W. DORAN, PE, DATED 05 MARCH, 1984 RECORDED UNDER PLAN NUMBER 4550 (FOR PARCELS 53-6F-32 & 53-6F-32.1).
4. DEEDS OF PARCEL 53-6F-32.3, DEED BOOK 10818, PAGE 50.
5. DEEDS OF PARCEL 53-6F-32.2, DEED BOOK 8267, PAGE 760.
6. DEEDS OF PARCEL 53-6F-32.5, DEED BOOK 11430, PAGE 795.

STEEP SLOPES:

THERE ARE NO STEEP SLOPES LOCATED ON THE SITE. ALL ONSITE SLOPED AREAS EXTEND LESS THAN THE REQUIRED 50 FOOT HORIZONTAL LENGTH SPECIFIED IN TOWNSHIP CODE §240 25.C(6) TO QUALIFY AS STEEP SLOPES.

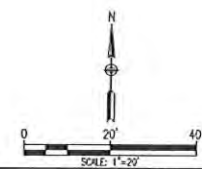
SITE DATA TABLE	
SURFACE TYPE	EXISTING (SF)
SITE AREA, BASE	60148
ROW AREA	7700
NET LOT AREA	52448
BUILDING COVERAGE	
HOUSE	1189
TOTAL BUILDING AREA=	1189
% BUILDING COVERAGE=	2.27
IMPERVIOUS COVER ⁽¹⁾	
DRIVEWAY	2953
WALLS	18
PATIO	463
STEPS	19
TOTAL IMPERVIOUS=	4542
% IMPERVIOUS	8.85

STEEP SLOPES:

THERE ARE NO STEEP SLOPES LOCATED ON THE SITE. ALL ONSITE SLOPED AREAS EXTEND LESS THAN THE REQUIRED 50 FOOT HORIZONTAL LENGTH SPECIFIED IN TOWNSHIP CODE §240 25.C(6) TO QUALIFY AS STEEP SLOPES.

EXISTING CONDITIONS AND STEEP SLOPES ANALYSIS PLAN

FOR
1409 MANLEY ROAD
WEST CHESTER, PA 19382
EAST GOSHEN TOWNSHIP, CHESTER COUNTY
PENNSYLVANIA
EQUITABLE OWNER
ESTATE OF PATRICK M CAMPBELL / ANDREW CAMPBELL
20 VALLEY VIEW LANE
ANDREW.CAMPBELL1283@GMAIL.COM



- UTILITY LOCATOR SERVICE & DIG FESMET
1. THE CONTRACTOR SHALL CONTACT THE LOCAL UTILITY LOCATOR SERVICE TWO (2) WORKING DAYS PRIOR TO THE START OF CONSTRUCTION.
2. PRIOR TO THE START OF CONSTRUCTION THE CONTRACTOR SHALL FILE LOCAL OR STATE PERMITS IF REQUIRED.
3. TEMPORARY REFERENCE NUMBER 210820260114 (DATE OF TICKET: 2026-01-14)

REVISIONS	REV. NO.	DATE	APPROVED BY
<p>BY ALPHA DESIGNS, LLC GME ENGINEERING CIVIL AND SITE DESIGN SPECIALISTS 1117 CAROLINA AVE. WEST CHESTER, PENNSYLVANIA PHONE - (610) 732-0707 ○ EMAIL - GEORGIEMALOUF1117@GMAIL.COM GMAIL: GMEALPHADESIGNS-FACOM WWW.ALPHADESIGNS-FACOM</p>			
<p>THIS DRAWING AND THE DESIGN SHOWN ARE THE EXCLUSIVE PROPERTY OF GME ENGINEERING AND SHALL NOT BE ALTERED OR COPIED WITHOUT WRITTEN PERMISSION.</p>			
SCALE: AS NOTED	DRAWING NAME: 1409 MANLEY RD-REVALUING	DESIGNED BY: G. MALOUF	CHECKED BY: G. MALOUF
DATE: 01/31/2025	COMD. NO: 2025-107	LAYOUT TITLE: 53	SHEET NO.: 1 OF 1

Memorandum



East Goshen Township
1580 Paoli Pike
West Chester, PA 19380
610-692-7171 ext. 3103
kkrause@eastgoshen.org

Date: April 9, 2026
To: Board of Supervisors
From: Kelly A. Krause, Zoning Officer
Re: **Westtown Township Comprehensive Plan Amendment
Adjacent Municipality Review/Comment Period (PA MPC Section 302(a))**

Pursuant to Section 302(a) of the PA Municipalities Planning Code, the Township has received proposed amendments to the Comprehensive Plan of Westtown Township for review and comment as an adjacent municipality.

The proposed amendments are limited to the following sections:

1. Chapter Seven: Open Space, Parks, Recreation and Trails
2. Chapter Eleven: Future Land Use and Housing
3. Official Zoning Map of Westtown Township
4. Future Land Use Map

Most notably, the amendments focus on three parcels abutting the westerly side of Route 202:

1. Crebilly Preserve, 201 W. Street Road (UPI 67-4-29.4)
2. Darlington Inn, 1190 Old Wilmington Pike (UPI 67-4-29.4B)
3. Westminster Presbyterian Church, 10 W Pleasant Grove Road (UPI 67-4-29.4A)

The proposed amendments to the Zoning Map and Future Land Use Map are not located within close proximity to East Goshen Township, with the closest distance to the edge of the subject property to the municipal boundary line being approximately 3 miles by direct distance (i.e. “as the crow flies”).

Minor text amendments to Chapter Eleven (Future Land Use and Housing) relate to the “Mixed Use” areas shown on the Future Land Use Map. No substantial changes are proposed for the existing Future Use designation for Mixed Use along Route 3.

On March 24, 2026, the Planning Commission reviewed the proposed amendments to the Westtown Township Comprehensive Plan and have recommended that the Board support the plan and to consider coordination with Westtown Township in the future.

Draft Motion:

Mr. Chairman, I move that we support the proposed amendments to the Westtown Township Comprehensive Plan.



WESTTOWN TOWNSHIP

1039 Wilmington Pike
West Chester, PA 19382
(610) 692-1930
www.westtownpa.org

P.O. Box 79
Westtown, PA 19395
FAX (610) 692-9651

VIA EMAIL

March 3, 2026

East Goshen Township c/o Derek Davis
1580 Paoli Pike
West Chester, PA 19380

Re: Westtown Township Comprehensive Plan Amendments - 2026

Dear Mr. Davis,

Westtown Township has drafted a text and map amendment to its comprehensive plan, adopted in 2019, to be consistent with the proposed amendments to the Township Official Zoning Map, which was last amended on July 17, 2017, that include the following:

- Rezoning of Crebilly Preserve (UPI. 67-4-29.4) from A/C Agricultural/Cluster Residential to T-Township zoning district;
- Rezoning of the 2-acre property (known as Darlington Inn) (no new UPI issued yet; located at the northwestern corner of Route 202 and 926) from A/C Agricultural/Cluster Residential to C-1 Neighborhood and Highway Commercial District; and
- Rezoning of the Westminster Presbyterian Church property (UPI. 67-4-29.4A) from A/C Agricultural/Cluster Residential to R-3 Residence-Office district.

The Municipalities Planning Code requires that zoning ordinances be generally consistent with the Comprehensive Plan (§603(j)), but it does not require that the Comprehensive Plan be amended first. Recommendation is to adopt both amendments concurrently to ensure the zoning amendments are aligned with the future land use map and relevant chapters of the Comprehensive Plan and there are no conflicts with the future land use designations. The Plan amendments include the following:

- Proposed zoning amendment to Crebilly Preserve is consistent with preservation goals and referendum support. The Plan Chapters are recommended to be revised to reflect the passing of referendum and recent acquisition of Crebilly Preserve as well as progress made on the implementation of Oakbourne Park Master Plan.
- Proposed amendment to Darlington Inn property is not consistent with the Future Land Use map. It displays the newly created property as Open Space. The Future Land Use map and Plan Chapters are recommended to be revised to allow mixed-use designation that supports adaptive reuse of the historic Inn, context-sensitive commercial development, reinforcement of an existing commercial node at a major intersection, and concentration of development.

- Proposed amendment to Westminster Presbyterian Church is not consistent with the Future Land Use map. It displays the areas surrounding the main church building as Neighborhood Conservation, which is supportive of in-fill residential development, but which does not include multi-family in-fill or any significant density increase. The Plan Chapter is recommended to be revised to support the church's plan for attainable housing.

At its meeting on February 17, 2026, the Westtown Township Board of Supervisors authorized the draft amendments to be sent to all adjacent municipalities, the Chester County Planning Commission, and the West Chester Area School District. You are receiving this letter in accordance with Section 302(a) of the Municipalities Planning Code (MPC) for your review and comment. Pursuant to Section 302 of the MPC, any comments you wish to make regarding the plan must be received within forty-five (45) days of the receipt of this letter, or no later than April 17, 2026.

A public hearing for the plan is tentatively scheduled for April 20, 2026 at the Westtown Township Municipal Building, 1039 Wilmington Pike, West Chester, PA 19382. The plan amendment materials are enclosed with this letter.

Thank you,



Liudmila Carter
Zoning Officer