



THOMAS F. OESTE
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118 W. Market Street, Suite 300
West Chester, PA 19382-2928

December 1, 2020

VIA EMAIL ONLY

Theodore Murphy, Chair
West Goshen Sewer Authority
848 South Concord Road
West Chester, PA 19382

Re: West Goshen Sewer Authority Proposal

Dear Mr. Murphy:

Enclosed please find the proposal of Buckley Brion McGuire & Morris LLP to serve as the Solicitor to the West Goshen Sewer Authority in 2021. Buckley Brion has the qualifications, credentials, experience and professionalism to represent the Authority. The Governmental Department of our Firm, which consists of four attorneys, has over 80 years of combined experience as municipal and authority solicitors.

I would be the individual who will serve as the principal professional and will be assisted by Kristin S. Camp, Kimberly P. Venzie, and Michael S. Gill.

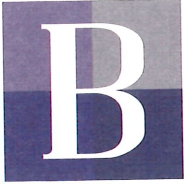
We look forward to meeting with you to discuss our qualifications. Thank you for your consideration.

Very truly yours,

Thomas F. Oeste

Thomas F. Oeste

TFO/wlg
Enclosure



BUCKLEY BRION
MCGUIRE & MORRIS LLP

118 West Market Street, Suite 300
West Chester, Pennsylvania 19382
p: 610.436.4400
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PROPOSAL FOR WEST GOSHEN SEWER AUTHORITY

Buckley Brion McGuire & Morris LLP (“Firm” or “Buckley Brion”) is pleased to submit this Proposal (“Proposal”) to serve as Solicitor for West Goshen Sewer Authority (the “Authority”).

IV. MINIMUM QUALIFICATIONS

The applicant shall comply with and be subject to all provisions of the Pennsylvania Authorities Act, as amended. (Disclaimer: Each solicitor is responsible to review the Pennsylvania Authorities Act to apply pertinent sections.)

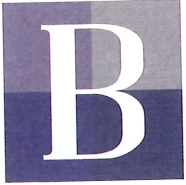
All attorneys and paralegals who will work for the Authority are familiar with the Municipality Authorities Act (Act) and all services provided by the Firm will comply with the applicable provisions of the Act.

V. MANDATORY CONTENTS OF PROPOSAL

1) Contact Information: Provide the name and address of the firm; the name; telephone number; fax number; and email address of the individual responsible for the preparation of the proposal; and the principal professional assigned to the Authority.

Preparer of this Proposal and principal professional to be assigned to the Authority:

Thomas F. Oeste, Esquire
Buckley Brion McGuire & Morris LLP
118 West Market Street, Suite 300
West Chester, Pennsylvania 19382
Direct Dial: 610-235-0237
General: 610-436-4400, ext. 1550
Facsimile: 610-436-8305
toeste@buckleyllp.com



- 2) *An hourly rate fee proposal for the 2021 Authority calendar year, January 1, 2021 to December 31, 2021. Such hourly rate fee proposal shall include not only the rate of the principal professional assigned to the Authority but also the rates of associates and paralegals as well. A proposal showing minimum and maximum ranges is not acceptable. In addition, please provide the hourly rate for the principal professional designated to represent the Authority.*

Thomas F. Oeste, the principal professional - hourly rate of \$200.

Attorneys (partners and associates) - hourly rate of \$200.

Paralegals – hourly rate of \$85.

- 3) *An executive summary of not more than (2) pages, identifying and substantiating why the firm is best qualified to provide the requested services.*

Buckley Brion is a general practice firm with fourteen attorneys who engage in a variety of practice areas, including municipal law, municipal litigation, environmental law, eminent domain, civil litigation, criminal defense, tax assessment, transactional matters, real estate, land use, business law and estate planning and administration.

Our Governmental Department traces its roots to the founding of our Firm. We pride ourselves on our vast experience working with governmental bodies in various capacities. Collectively, the Firm has handled thousands of municipal, zoning and government related cases for governing bodies, planning commissions, zoning hearing boards, municipal authorities, and private clients. The lawyers in this Department are well versed with the Municipality Authorities Act, Township and Borough Codes, Pennsylvania Municipalities Planning Code, Right to Know Law, Sunshine and Ethics laws, Municipal Claims Law, Uniform Construction Code, stormwater management regulations, and public bidding and procurement laws. We have experience in representing municipal authorities in all aspects of their business, including operations, procurement, collections, contracts, and personnel.

Our Firm is structured to serve clients using a teamwork-based approach. We are accustomed to a cohesive working relationship with municipal and authority managers, employees, contractors, and consultants. We work hand in hand with our clients to craft a strategy that makes sense, both legally and financially. We place a premium on exceeding our clients' expectations efficiently and effectively.

Additionally, we have prepared numerous resolutions and ordinances, as well as advised authorities and municipalities on resolution and ordinance adoption and enforcement. We have represented authorities regarding the acquisition of real and personal property, as well as acquiring and administering grants. The Members of our Firm are proficient in drafting and reviewing agreements



between authorities, and developers and other entities. We have assisted in drafting personnel manuals, police policy manuals, and rules and regulations for civil service commissions.

We regularly attend authority and municipal meetings, work sessions and other local agency meetings where we provide sound legal advice, as necessary. With our extensive experience and competency, we embrace our leadership role on many of the most pressing issues facing our governmental clients. We make ourselves readily available to our authority and municipal clients and provide timely responses to staff and governmental inquiries.

- 4) *A staffing plan listing those persons who will be assigned to the engagement if the firm is selected, including the designation of the person who would be the firm's principal professional responsible for all services required under the engagement. This portion of the proposal should include the relevant resume information for the individuals who will be assigned. The information should include, at a minimum, a description of the principal's relevant professional experience, years and type of experience, and number of years with the firm.*

We represent our clients as a departmental team; although Tom Oeste will be the principal professional for the Authority, the entire Governmental Department is available to attend meetings and provide advice and services. This team approach results in exceptional representation because of the combined knowledge and experience of our attorneys.

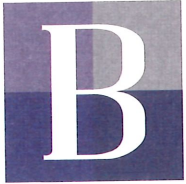
Members of our Firm's Governmental Department, who are all licensed to practice law in the Commonwealth of Pennsylvania and members of the Pennsylvania Bar in good standing, are listed below.

- Thomas F. Oeste
- Kristin S. Camp
- Kimberly P. Venzie
- Michael S. Gill

Biographical information about Tom, Kristin, Kim, and Michael is enclosed with this Proposal.

Additionally, we have three paralegals in the Department, one of whom has over thirty years of experience. The paralegals work with managers and staff, are familiar with the attorneys' work and are readily available to assist in all legal matters. The Firm has an individual solely assigned to collection of delinquent municipal claims, including filing and execution of liens, as necessary.

Tom Oeste has represented the East Brandywine Township Municipal Authority (EBTMA) since 2008. EBTMA owns and operates three treatment plants, and collection, conveyance and disposal facilities serving parts of East Brandywine Township, Chester County. Tom provides advice and services related to all aspects of EBTMA operations. Tom represented the Authority in the acquisition and start-up of the Applecross Treatment Plant, a 300,000 GPD sequential batch reactor



(SBR) with spray and drip irrigation disposal; and is currently providing representation in the acquisition and start-up of a 60,000 GPD SBR serving a single residential development. Tom is familiar with legal issues facing sanitary sewer authorities, including Act 537 planning, tapping fees, user fees, bidding, permitting, consultant and contractor contracts, personnel issues, collections, and Pennsylvania Department of Environmental Protection regulatory matters.

Tom previously represented Uwchlan Township who leases and operates treatment and collection facilities owned by the Uwchlan Township Municipal Authority. This representation included handling legal issues similar to EBTA and potential sale of parts of the system to another authority or public utility.

Kristin Camp, Kim Venzie and Michael Gill assist Tom, as necessary. Tom has been practicing in the fields of authority and municipal law for nearly forty years. He has been with the Firm for three years.

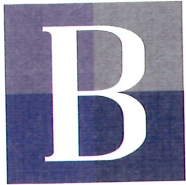
Kristin Camp represents the Northwestern Chester County Municipal Authority and the Easttown Municipal Authority providing advice and services related to all aspects of authority business. Tom Oeste, Kim Venzie and Michael Gill assist Kristin, as necessary.

5) A description of the firm's experience in performing services of the type described in this RFP. Specifically identify client size and provide specific examples of work within the scope of services required under this RFP in similarly sized municipalities.

Our experience is detailed in the response to Number 4 hereinabove, the enclosed biographies and the 2020 Current Municipal Representations list. In addition, the Senior Partner of the Firm, Joseph E. ("Skip") Brion has represented governmental entities during his entire career and is available for advice and consultation whenever needed.

6) The location of firm's office, if other than the firm's main office, at which the firm proposes to perform services required under this RFP. Describe your presence in Pennsylvania and any familiarity your firm has with the Chester County area.

The firm will perform services required under this RFP at the Firm's office in West Chester. Since 1968, Buckley Brion has handled thousands of municipal, zoning and land use cases before local governing bodies, zoning hearing boards, administrative agencies, and in the lower courts and appellate courts of the Commonwealth of Pennsylvania. As set forth on the enclosed 2020 Current Municipal Representations list, our attorneys represent various agencies of county government and numerous municipal governments, zoning hearing boards, municipal authorities, and similar entities. We also routinely represent private developers and nationally known corporations in significant zoning and land use applications.



BUCKLEY BRION
MCGUIRE & MORRIS LLP

- 7) *References, including at least three (3) municipal or authority clients, three (3) current clients for whom services have been provided for at least three (3) years, and two (2) former clients for whom services have been provided within the past seven (7) years. Provide the contact names, title, and phone numbers.*

Current Municipal and Authority Clients

East Brandywine Township Municipal Authority (Tom Oeste, principal attorney)
Michael Corbin, Chairman
1214 Horseshoe Pike
Downingtown, PA 19335
mcorbin@ebrandywine.org
610-269-8230

Pennsbury Township (Tom Oeste, principal attorney)
Kathleen Howley, Manager
702 Baltimore Pike
Chadds Ford, PA 19317
khowley@pennsbury.pa.org
610-388-7323

Borough of West Chester (Kristin Camp, principal attorney)
Michael Perrone, Manager
401 East Gay Street
West Chester, Pennsylvania 19380
mperrone@west-chester.com
(610) 692-7574

East Goshen Township (Kristin Camp, principal attorney)
Louis F. Smith, Jr., Manager
1580 Paoli Pike
West Chester, PA 19380
rsmith@eastgoshen.org
(610) 692-7171

West Caln Township (Kim Venzie, principal attorney)
Thomas Siedenbuehl, Manager
721 West Kings Highway
P.O. Box 175
Wagontown, PA 19376-0175
TSiedenbuehl@westcaln.org
(610) 384-5643



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Former Clients (3)

Uwchlan Township (Tom Oeste)
Doug Hanley, Manager (Retired)
915 N. Ship Road
Exton, PA 19341
lionville65@gmail.com
610-656-0271

Borough of Phoenixville (Kim Venzie)
E. Jean Krack, Manager
Borough Manager
351 Bridge Street, 2nd Floor
Phoenixville, PA 19460
(610) 933-8801
ejkrack@phoenixville.org

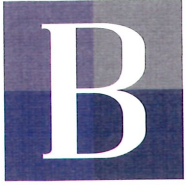
East Brandywine Township (Kristin Camp)
Luke Reven, Assistant Manager
1214 Horseshoe Pike
Downingtown, PA 19335
610-269-8230
lreven@ebrandwine.org

- 8) *If the firm or any principal therein has been engaged as a defendant in any litigation involving a sum of \$100,000 or more and/or has been subject to any professional disciplinary action over the last three (3) years, the firm must provide a description of the litigation, the status of such litigation and/or disciplinary action.*

Neither the Firm nor any of its partners or associates has been named as a defendant in any litigation involving any amount or been subject of any professional disciplinary action over the last three years and more.

- 9) *A description of any ongoing investigations and/or litigation matters involving the applicant, its directors, officers, and principals and any individuals employed by the applicant that relate to the performance of the firm in the proposed field of expertise.*

Neither the Firm nor any of its partners or associates has been named or involved in any ongoing investigations or litigation that relate to professional services provided to our clients.



10) Identify any existing or potential conflicts of interest, and disclose any representation of parties or other relationships that might be considered a conflict of interest with regard to this engagement or the Authority. For example, if the firm represents a neighboring municipality that has an agreement for sewage treatment with the Authority as Township Solicitor, and is also appointed as the Authority Solicitor, please describe how the firm would manage any potential conflicts of interest.

The Firm is currently solicitor for West Goshen Township and East Goshen Township. Since the Authority is an independent agency created under the Municipality Authorities Act, it is not a conflict of interest to represent both West Goshen Township and the Authority.

Until recently, the Firm represented both East Brandywine Township and the East Brandywine Township Municipal Authority. During that time period, no situation arose which was a conflict of interest.

If a conflict were to arise in our representation of the Authority in a specific matter, we would advise the Authority and/or the Townships to engage independent conflict counsel to handle the matter.



THOMAS F. OESTE

Partner

Thomas F. Oeste is a Partner in the Firm's Governmental practice group and has represented local governments for over 35 years in all aspects of municipal law, including subdivision and land development, borrowing, personnel matters, ordinance drafting, land acquisition and construction projects. Tom currently serves as solicitor for several townships, zoning hearing boards and a municipal authority, and has represented several public school districts in the past. Tom's career has included positions as general counsel for two land development companies and his practice also includes representation of private clients in real estate and land development matters.



Areas of Practice

- Municipal
- Land Use
- Zoning
- Real Estate

Admissions

- Supreme Court of Pennsylvania
- U.S. District Court, Eastern District of Pennsylvania

Education

- Duquesne University School of Law, J.D., 1980
- Indiana University of Pennsylvania, B.A., 1976



KRISTIN S. CAMP

Partner

Kristin S. Camp has twenty years of experience in municipal, zoning, land use, and real estate law. She and others in the firm's Real Estate and Governmental Department represent municipalities, zoning hearing boards, planning commissions, municipal authorities, civil service commissions, and private clients in all aspects of municipal, land use, and real estate law.

Kristin currently serves as solicitor for several municipalities in Chester County and as a special counsel for Chester County on various real estate matters, notably the county's trail system. In addition to municipal and land use law, she also represents private individuals and companies with business and transactional land use and real estate matters. She has assisted private clients acquire and develop real estate and navigate the often complex, burdensome governmental permitting process.

Kristin is a member of the Chester County Bar Association where she serves on the Board of Directors and as the Chairperson of Municipal Law Section. She is also a member of the TMACC Board of Directors.

In addition to her legal practice, Kristin is passionate about physical fitness and exercise. She teaches a variety of group fitness classes at ACAC Fitness and Wellness Center in West Chester and is an avid runner. She is also active in the Girl Scouts of Eastern Pennsylvania and St. Peter and Paul Catholic Church.



Areas of Practice

- Municipal
- Land Use
- Zoning
- Real Estate

Admissions

- Supreme Court of Pennsylvania
- U.S. District Court, Eastern District of Pennsylvania
- U.S. District Court, Western District of Pennsylvania
- U.S. Court of Appeals for the Third Circuit of the United States

Education

- University of Pittsburgh School of Law, J.D., *cum laude*, 1994
- Miami University of Ohio, B.A., *magna cum laude*, 1991



KIMBERLY P. VENZIE Of Counsel

Kimberly P. Venzie has been practicing law in southeastern Pennsylvania for nearly 20 years. Her practice is focused in the areas of municipal and zoning law, real estate, and land use. Ms. Venzie currently advises Boards of Supervisors, Planning Commissions, and Zoning Hearing Boards as well as private developers and individual property owners on all types of municipal and land use issues. She routinely handles land use and real estate matters, drafts various documents, agreements and ordinances for local governments and advises municipal officials and staff.

In 2010, Ms. Venzie was named a Rising Star in Philadelphia Magazine by Super Lawyers.

When not practicing law, Kim can often be found coaching youth sports. During her lacrosse career at the University of Virginia, Kim was a member of two NCAA Division I Women's Lacrosse Championship teams (1991 & 1993).

Kim resides in West Bradford Township with her husband Jeff and her two sons, Luke and Thomas.



Areas of Practice

- Municipal
- Land Use
- Zoning
- Real Estate

Admissions

- New Jersey
- Pennsylvania

Education

- Widener University School of Law, J.D., 1996
- University of Virginia, B.A., 1993

Boards

- Chester County Solid Waste Authority, Member
- Central & Western Chester County Industrial Development Authority, Board Member

Authorships/Presentations

- Author & Presenter, Form Based Zoning, Greater Valley Forge Transportation Association, Villanova, PA (2010)
- Author & Presenter, Neighborhood Blight and Planning Seminar, Chester Co. Bar Assoc., MCLE Program (2011)



MICHAEL S. GILL

Partner

Michael S. Gill represents property owners, tenants, developers, and governmental entities in zoning and land development, environmental, eminent domain, and commercial real estate matters and transactions. His clients include some of the region's major commercial companies and government agencies.

Michael is a member of the Chester County Bar Association and the Pennsylvania Bar Association. He is also a member of the Chester County Bar Association's Municipal Law Section and the Pennsylvania Bar Association's Environmental & Natural Resources Section. He serves as a speaker at seminars.

Outside the law, Michael is an Adjunct Professor of Communication Studies at West Chester University of Pennsylvania where he teaches Business and Professional Speech. He is also a regular participant in community activities.

Michael resides in East Bradford Township with his daughter, Sofie.



Areas of Practice

- Land Use
- Environmental
- Real Estate
- Eminent Domain

Admissions

- Pennsylvania
- United States District Court, Eastern District of Pennsylvania

Education

- The University of Pittsburgh School of Law, J.D., *cum laude*, 2000
- West Chester University of Pennsylvania, M.A., 1998
- West Chester University of Pennsylvania, B.A., 1994

BUCKLEY BRION MCGUIRE & MORRIS LLP

2020 Current Municipal Representations

Authorities

- East Brandywine Township Municipal Authority
- Easttown Municipal Authority
- Northwestern Chester County Municipal Authority

Boroughs

- Avondale Borough
- Honey Brook Borough
- West Chester Borough

Counties

- County of Chester (Special Counsel relating to real estate matters)

Planning Commissions

- Easttown Planning Commission
- Pocopson Township Planning Commission
- Uwchlan Township Planning Commission (Special Counsel)

Townships

- Birmingham Township
- Caln Township
- East Goshen Township
- East Nantmeal Township
- London Britain Township
- London Grove Township
- Newlin Township
- Pennsbury Township
- Uwchlan Township (Special Counsel)
- Upper Oxford Township
- Upper Uwchlan Township
- West Bradford Township (Special Counsel)
- West Caln Township
- West Goshen Township
- West Nantmeal Township

Zoning Hearing Boards

- East Bradford Township Zoning Hearing Board
- East Pikeland Township Zoning Hearing Board (Special Counsel)
- Kennett Square Borough Zoning Hearing Board
- Londonderry Township Zoning Hearing Board
- Malvern Borough Zoning Hearing Board
- Sadsbury Township Zoning Hearing Board
- Wallace Township Zoning Hearing Board
- West Sadsbury Township Zoning Hearing Board