

**WEST GOSHEN TOWNSHIP  
BOARD OF SUPERVISORS TELECONFERENCE MEETING  
NOVEMBER 17, 2020**

Township Supervisors:

Ms. Robin Stuntebeck, Chair  
Mr. Shaun Walsh, Vice-Chair  
Ms. Ashley Gagné., Member  
Mr. John Hellmann, Member  
Mr. Hugh Purnell, Member

Township Officials:

Mr. Casey LaLonde, Township Manager  
Mr. Derek Davis, Assistant Township Manager  
Mr. Richard J. Craig, Township Engineer  
Lt. Michael Carroll, Police Department  
Mr. Bill Webb, Township Zoning Officer  
Mr. Tom Oeste, Township Solicitor

The regular monthly meeting of the Board of Supervisors of West Goshen Township was called to order by Chair Robin Stuntebeck, at 7:00 p.m. on Tuesday, November 17, 2020. The meeting was held via TeleConference due to the on-going COVID-19 situation.

Ms. Stuntebeck opened the meeting with the Pledge of Allegiance to the Flag.

Ms. Stuntebeck announced the TeleConference meeting rules of conduct.

**Communities That Care (CTC) Presentation**

Ms. Loretta Cohen with West Chester Communities That Care (CTC) presented to the Board of Supervisors the organization's mission to discourage the use of alcohol and drugs in the youth of the West Chester area. Ms. Cohen stated that especially the current COVID environment, area youth are experiencing exacerbated mental health and substance abuse problems.

She stated that the Communities That Care model shows that primary prevention equals greater protection and less risk to youth, especially during extremely stressful times like these.

She stated that Communities That Care periodically surveys school students on their use of alcohol, illegal drugs and prescription drugs and those trends are used to determine a community's greatest areas of strength and weakness.

Ms. Cohen stated that only through a strong partnership between parents, businesses, schools, faith organizations and governments can the Communities That Care model work effectively.

For more information the West Chester Communities That Care organization, please go to [www.wcctc.org](http://www.wcctc.org).

**Chief of Police Selection**

Ms. Gagné announced that after a rigorous selection process and upon the recommendation of the Search Panel, the Board of Supervisors hereby announce that West Goshen Township Police Department's Lt. Michael Carroll has been selected for promotion to Chief of Police, effective January 4, 2021. The Search Panel was composed of Deb Ryan, Chester County District Attorney, Fredda Maddox, Chester County Sheriff, Rev. Wayne Croft, Pastor of St. Paul's Baptist Church in West Goshen, residents Carmen Franceschino, Joe Gallagher, Tinamarie Smith and Supervisors Ashley Gagne (Chair) and John Hellmann (Vice-chair).

Lt. Carroll thanked the Board of Supervisors and stated that he is humbled by the opportunity for the trust the Board has put in him. He stated that he looks forward to continuing the path the Department has taken since he has been employed here for the last twenty-five years. He stated that he has had a great opportunity to learn from the people that came before him and he looks forward to continuing in this Department of leading the way in law enforcement in 2021.

### **Monthly Reports**

Lt. Michael Carroll provided the monthly report for October 2020.

### **Supervisors Announcements**

Mr. Hellmann announced that he attended a hazard mitigation plan webinar.

Mr. Purnell announced that he attended an open house for Fame Fire Company to show off the new addition to the fire house and renovations. He stated that he was approached with a request for additional capital funding for the addition and renovations.

Mr. Walsh announced that he attended a hazard mitigation plan webinar. He stated that the Board is about to send a letter to the Chester County Commissioners on the County Emergency Response Plan.

### **Township Manager's Announcements**

Mr. LaLonde announced that Township staff are closely monitoring the COVID-19 situation via the Chester County Health Department and the Pennsylvania Department of Health and will update any required Township COVID-19 policies as needed.

Mr. LaLonde announced that Township trash and bulk trash collection is scheduled for Friday, November 27<sup>th</sup> due to the Thanksgiving holiday.

Mr. LaLonde announced that for the Sunoco Mariner II project on-going at Boot Road that pipeline pullback is complete and all equipment has been removed from the site. The final step will be final grading, seeding and mulching of the entire Boot Road site adjacent to the Goshen Fire Station.

### **Township Engineer Stormwater Update – Woodlands at Greystone Update**

Mr. Craig announced that the designs for the Sunoco Mariner II projects are 60% complete.

Mr. Craig announced that Dam 181 at The Woodlands at Greystone is substantially complete. The second dam is scheduled for rehab beginning in Spring 2021. He stated that the three pedestrian bridges will also be undergoing rehab soon. Finally, he said housing construction continues at the project.

### **Zoning Officer's Announcements**

Mr. Webb announced that there are no Zoning Hearings scheduled

He announced the letters to property owners for six properties the Township had mowed are going out soon with liens to follow for the properties if payment is not made by November 24<sup>th</sup>.

### **Final Subdivision and Land Development for 325 North Five Points Road**

Mr. Craig stated that the 11-lot residential subdivision project located at 325 North Five Points Road for FPR Development LLC is ready for approval.

Mr. Craig stated that the project requires three waivers to be granted by the Board.

The first waiver is for a cul-de-sac turnaround of forty-three (43) feet instead of the required fifty (50) feet. The second waiver is for a street right-of-way of forty (40) feet with a cart way width of twenty-eight (28) feet. The third waiver is to allow for a three percent (3%) grade within the fifty (50) foot leveling area.

Mr. Purnell made a motion to approve the Final Plan with the three waivers, seconded by Mr. Walsh.

Mr. Kevin Pistiner, Chair of the Township Historical Commission, suggested an adaptive re-use of the existing historical structure on the property. Mr. John Jaros, applicant's attorney stated that this plan has been discussed at length since 2018 and this is the final design.

Ms. Margie Swat quoted issues from the Chester County Planning Commission review letter, including the proposed sight distance on Isabelle Lane is one hundred sixteen (116) feet which requires a waiver from the Street intersection standards. Mr. Craig responded that it is a recommendation, not a requirement, so no waiver is required.

Ms. Tinamarie Smith asked if a Phase II environmental study was conducted on the property. Mr. Craig responded that it is not a requirement for plan approval.

Dr. Douglas White stated that he opposed plan approval at the Township Planning Commission meeting due to the historical issues on the property.

The motion to approve the Final Plan was approved 4-1 with Ms. Gagné opposed.

**Land Development Waiver for Ciocca Chevrolet, 715 Autopark Boulevard**

Mr. Craig introduced the Land Development waiver request for Ciocca Chevrolet, 715 Autopark Boulevard. He stated the applicant was seeking a Land Development waiver due to the small size of the building addition, at two hundred eighty-two (282) square feet. Mr. Craig stated the building addition would be built on existing impervious coverage.

Mr. Wayne Doyle, P.E., was in attendance on behalf of the applicant.

Mr. Hellmann made a motion to approve the Land Development waiver, seconded by Mr. Purnell.

A brief discussed ensued regarding the project.

Mr. Walsh stated that he would like to see some additional landscaping for the project. Ms. Gagné stated that she supported requesting additional landscaping.

Mr. Hellmann amended his motion to request trees be planted on the property for additional stormwater management.

The motion passed unanimously.

**Liquor License Transfer Hearing for 1115 West Chester Pike, for KTM Supermarkets (ShopRite)**

Mr. Oeste began the Hearing to transfer a liquor license to 1115 West Chester Pike.

**Please See Official Transcript**

Mr. Oeste concluded the Hearing and closed the record.

On a motion by Mr. Purnell, seconded by Ms. Gagné, the Board unanimously approved Resolution 15-2020, approving the liquor license transfer.

**Resolution 16-2020 – Pedestrian Signals at Henderson High School**

Mr. Craig stated that the West Chester Area School District applied to install pedestrian signals at Henderson High School to allow for safer pedestrian crossings at the school.

On a motion by Ms. Stuntebeck, seconded by Mr. Hellmann, the Board unanimously approved Resolution 16-2020.

**Resolution 17-2020 – Deed of Dedication for Bishop’s Lodge Court**

Mr. Oeste stated that the developer for the Bishop’s Lodge residential subdivision is ready to dedicate the street, Bishop’s Lodge Court to the Township.

Mr. Purnell made a motion to approve Resolution 17-2020, seconded by Mr. Hellmann.

Ms. Margie Swart asked about the Resolution’s language, including “decree of the Court.” Mr. Oeste stated it is an arcane term, which is a standard term, and the acceptance in the deed of dedications.

The motion carried unanimously.

**Presentation of 2021 General Fund and other Township Budgets**

Mr. Walsh introduced the proposed Preliminary 2021 General Fund, Sewer Fund, Waste & Recycling Fund, Capital Reserve Fund and Highway Aid Fund budgets. Mr. Walsh thanked the Township staff, specifically Ms. Riffey and Mr. Davis for their involvement in the budget process. He stated there are still several items that need to be resolved in order to complete the budgets for adoption in December.

Mr. Walsh turned the meeting over to Ms. Christine Riffey, Township Finance Director. Ms. Riffey presented the 2021 budget highlights via a slide show. The budget presentation and preliminary budget are posted on the Township’s website, [www.westgoshen.org](http://www.westgoshen.org).

Ms. Margie Swart inquired by Capital Fund transfers and remarked that the 2<sup>nd</sup> Class Township Code does not permit transfers in the first ninety days of the year. She requested no funds be transferred until after April 1, 2021. Ms. Swart suggested that instead of moving funds into Capital Reserve, that the Township establish a Stormwater Fund and transfer the funds directly there.

Dr. Douglas White had questions regarding the Sewer Fund.

Ms. Margie Swart questioned the transfer of \$1,000,000 from the Sewer Fund to the Sewer Authority.

Ms. Margie Swart had several questions and observations about the Highway Aid Fund, including providing a street list to the Board on an annual basis so they may decide which roads are repaved.

Ms. Swart requested that the Restricted Parks account be listed in the budget presentation moving forward.

Ms. Swart suggested the Board transfer the possible \$900,000 General Fund surplus this year to Capital Reserve.

After a lengthy discussion, the Board concluded the discussion.

Mr. Hellmann made a motion to postponement purchase of the excavator request and one of the Police Department’s vehicle requests and to increase funding to \$215,000 for Goshen Fire Company and the \$86,000 request from Good Fellowship Ambulance Corps. Mr. Walsh seconded the motion. The motion carried 5-0.

**AT&T Small Wireless Facilities Right-Of-Way Agreement**

Mr. Oeste stated that the AT&T Small Wireless Facilities Right-Of-Way Agreement has been drafted and approved by AT&T and needs Board approval.

On a motion by Mr. Purnell, seconded by Mr. Walsh, the Board unanimously approved the Agreement.

**Meeting Minutes Approval of April 21, 2020, May 6, 2020, May 19, 2020 June 16, 2020, July 21, 2020, August 18, 2020, October 20, 2020 and November 4, 2020**

On a motion by Mr. Purnell, seconded by Mr. Walsh, the Board unanimously approved the meeting minutes with the addition of the Swart and Hellmann edits.

**2021 Preliminary Budgets Approval**

On a motion by Mr. Purnell, seconded by Mr. Walsh, the Board approved the 2021 Preliminary budgets 4-1 with Ms. Gagné opposed.

**2021 Natural Deicing Liquid Bid Approval**

Mr. LaLonde presented the 2021 Natural Deicing Liquid bid results, for bids opened on November 10, 2020.

On a motion by Mr. Purnell, seconded by Mr. Walsh, the Board unanimously approved the bid of \$14,400 for 4,500 gallons of natural deicing liquid (beet juice) at \$3.20 per gallon from Waverly Industries – Road solutions.

Vendor	Price Per Gallon	4500 Gallons Including Delivery Cost
Waverly Industries- Road Solutions	\$3.20	\$14,400.00

**2020 Senior Citizen Trash / Sewer Rebate Program**

On a motion by Mr. Hellmann, seconded by Ms. Gagné, the Board unanimously approved the 2020 Senior Citizen Trash / Sewer Rebate for those who qualify.

**October 31, 2020 Treasurer’s Report**

On a motion by Mr. Walsh, seconded by Mr. Purnell, the Board unanimously approved the October 31, 2020 Treasurer’s Report and the bills to be paid from the various Township Funds.

Ms. Margie Swart had questions on the various Fund balances contained within the Treasurer’s Report.

**Public Comment**

There was no public comment.

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**Please view this meeting's video recording via YouTube with the link located at [www.westgoshen.org](http://www.westgoshen.org).**

There being no further business, on motion by Mr. Purnell, seconded by Mr. Walsh, the meeting adjourned at 10:57 p.m.

Respectfully submitted,

Casey LaLonde  
Township Secretary