

**WEST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
SEPTEMBER 14, 2016**

Township Supervisors:

Mr. Raymond H. Halvorsen, Chairman
Mr. Edward G. Meakim, Jr., Vice-Chairman
Mr. Philip J. Corvo, Jr., Member
Mr. Christopher Pielli, Esq., Member
Mr. Hugh J. Purnell, Jr., Member

Township Officials:

Mr. Casey LaLonde, Township Manager
Mr. Richard J. Craig, Township Engineer
Ms. Kristin Camp, Township Solicitor

The regular monthly meeting of the Board of Supervisors of West Goshen Township was called to order by Chairman Raymond Halvorsen at 7:02 PM on Wednesday, September 14, 2016 at the West Goshen Township Administration Building. Mr. Halvorsen opened the meeting with the Pledge of Allegiance to the Flag.

Mr. Halvorsen announced that the Board met in Executive Session on September 14, 2016 to discuss legal matters.

Captain Greg Stone gave the Police Report for the month of August 2016. Captain Stone announced that a "Safe Haven" zone will be set up shortly in front of the Township's Police Department building to allow the safe custody transfer of children and Ebay and Craigslist transactions due to the placement of additional cameras in the front of the Police Administration building. Signage will be placed in front of the building to alert residents and other users that the area is now a "Safe Haven."

Ms. Andrea Testa, Fire Marshal, gave the Fire Marshal Report for the month of August 2016. Ms. Testa also gave the report for Good Fellowship Ambulance Company and the Goshen Fire Company.

Mr. John Beswick gave the Building Inspection Activity Report for August 2016.

Mr. Corvo made a motion to appoint Tina Smith to the current vacancy on the West Goshen Sewer Authority. Mr. Meakim seconded the motion. Mr. Pielli expressed concerns that Ms. Smith may have a conflict of interest as she currently works for JD2 Environmental, a company the Township uses as an underground fuel storage consultant. Mr. Tom Casey asked if Ms. Smith should recuse herself due to the appearance of impropriety. Ms. Camp stated that Ms. Smith would have to recuse herself with any issues with JD2 Environmental per Pennsylvania law. Ms. Camp stated that Ms. Smith is not an ownership interest in JD2 Environmental, so she may not have a conflict of interest. Mr. Pielli agreed with Mr. Casey that there may be the appearance of impropriety. Ms. Margie Swart asked if Ms. Smith would be an appointed official. Ms. Camp stated that she would, if appointed. Ms. Swart asked if Ms. Smith would have to complete an annual ethics form. Mr. LaLonde answered, yes, all appointed officials complete the annual Pennsylvania Ethics form.

After the discussion, the Board voted 4-1 to appoint Ms. Tina Smith to the West Goshen Sewer Authority with Mr. Pielli opposed.

Mr. Pielli announced that item #10 on tonight's agenda regarding stop sign enhancements would be tabled to the October 19th Board meeting. He stated that the top 20 problem intersections would be discussed.

Mr. Craig stated that he had attended a recent stormwater seminar on creating stormwater calculations. He also stated that he attended a several-day long stormwater conference. Mr. Craig stated that he was scheduled to attend a Pennsylvania Department of Environmental Protection seminar next week regarding the now-required Pollution Reduction Plans (PRP's) that must be filed with PADEP in 2017.

In Mr. Webb's absence, Mr. Craig provided the Zoning Officer's update. He stated that a Zoning Hearing regarding Chester County Hospital was upcoming. He stated that the Hospital is seeking two variances, one being a variance for building height of 90'5" and the second to allow parking within the setback area. Ms. Camp stated that for the parking variance requested, the Hospital already has an existing non-conformity for parking spaces on Marshall Street. She suggested some additional buffering may help alleviate some concerns for the Board. She stated the second variance for building height is necessitated by the new heli-pad and the need to build the needed hospital beds. Mr. LaLonde stated that from the last Board meeting, several parking spots would be designated for law

enforcement only. Mr. Pielli asked how much of a variance for building height is requested. Ms. Camp stated the building will be 10'10" over the current allowable height for the Zoning District. Mr. Halvorsen stated that the Borough residents will welcome the heli-pad moving to the top of the building as it will reduce noise and dust from emergency helicopter operations. Ms. Camp stated that she will send correspondence to the Township Zoning Hearing Board with the Board of Supervisors' positions on the two variances.

On a motion by Mr. Meakim, seconded by Mr. Purnell, the Board voted unanimously to approve the August 17, 2016 meeting minutes.

On a motion by Mr. Purnell, seconded by Mr. Meakim, the Board unanimously approved the Treasurer's Report dated August 31, 2016, for the General Fund, the Sewer Revenue Fund, the Waste and Recycling Fund, and the Capital Reserve Fund, and the bills to be paid from these funds.

Mr. Bob Hall, President of Goshen Fire Company presented an informational update on the activities of Goshen Fire Company for the previous year. The presentation detailed fire and ambulance operations, as well as Goshen Fire Company's service area in the Township and how services are provided to the public. Mr. Hall stated that he intended to provide at least an annual update for the Board of Supervisors. The Board thanked Mr. Hall for the presentation and for all of the excellent work Goshen Fire Company does on behalf of West Goshen Township in protecting its residents and businesses.

Mr. Halvorsen read the proposed "Rules for Video and Audio Recording of Public Meetings." Ms. Camp stated that these rules are consistent with the Pennsylvania Sunshine Act in that a Board of Supervisors may establish policy regarding the videotaping and audiotaping of public meetings. Mr. Purnell stated that the rules appear reasonable and that the Board should adopt the rules. Ms. Margie Swart stated that the proposed rules should be examined as these rules violate the Sunshine Act. Ms. Camp responded by stating the rules do not violate the Sunshine Act. Ms. Swart provided a copy of the Chester County Commissioners' rules and said we should follow their rules. A discussion ensued.

In regards to the videotaping and audiotaping of Township Board of Supervisors meetings, Mr. Purnell made a motion, seconded by Mr. Pielli, to purchase the necessary equipment so the Township staff may begin videotaping the Board meetings and post them to the Internet. The Board voted unanimously in support.

Ms. Camp began the discussion on "In-Law Suites," by stating that "in-law suites" are not currently allowed as an accessory use through the creation of an apartment in an existing domicile. Mr. Halvorsen stated that the Ordinance could be amended to allow "in-law suites" in the R-2, R-3 and R3A Zoning Districts and that kitchens would be allowed and the overall use be allowed if the apartment occupant would be a relative. Ms. Camp stated that the definition for "relative" would be broad enough to include in-laws and any other relatives related by blood or marriage. On a motion by Mr. Purnell, seconded by Mr. Meakim, the Board voted unanimously to move ahead with the process and send the Ordinance to the Township Planning Commission for comment.

Ms. Camp began the discussion on the draft Historical Commission Ordinance and stated that Mr. Purnell's written comments were in-line with the draft Ordinance. On a motion by Mr. Purnell, seconded by Mr. Pielli, the Board voted unanimously to proceed with the Ordinance adoption at an upcoming Board meeting.

Mr. LaLonde reintroduced the Memorandum of Understanding for the Township Finance Department to provide assistance to the Treasurer of the West Goshen Sewer Authority for bank reconciliations, annual budget preparation and the annual audit, per the Memorandum of Understanding. Mr. LaLonde stated that the West Goshen Sewer Authority approved the document at their September 7, 2016 meeting. Mr. Pielli asked if there was a firewall between both organizations and funds. Mr. LaLonde stated that there is no co-mingling of funds or activities. On a motion by Mr. Purnell, seconded by Mr. Corvo, the Board unanimously approved the Memorandum of Understanding.

Mr. Halvorsen introduced the "Rapid Response Council and Code of Community Values and Pledge." Mr. Purnell stated that the West Chester Area Council of Governments reviewed and forwarded the Pledge to its member

municipalities. The Pledge states a set of "Community Values" that seeks to respect and value each and every member of the greater West Chester area. Mr. LaLonde read the Pledge in its entirety and stated that the other Council of Governments members were considering approving the Pledge at their various upcoming meetings. On a motion by Mr. Halvorsen, seconded by Mr. Pielli, the Board voted unanimously to approve the Pledge and its statement of "Community Values."

Mr. Halvorsen introduced Resolution 13-2016, approving the allocation of State Aid for the Township's Police, Administrative & Roads and Sewer Employees' Pension Plans.

On a motion by Mr. Purnell, seconded by Mr. Halvorsen, the Board unanimously approved Resolution 13-2016 containing the following State Aid allocations:

Administrative & Roads Employees' Pension Plan – Financial Requirements of \$396,229 and a Minimum Municipal Obligation of \$396,229;

Sewer Employees' Pension Plan – Financial Requirements of \$142,763 and a Minimum Municipal Obligation of \$142,763;

Police Pension Plan – Financial Requirements of \$476,861 and a Minimum Municipal Obligation of \$283,331.

Mr. Purnell commended the high level of funding for the three Township pension plans.

Mr. Halvorsen introduced Resolutions 14-2016, 15-2016, 16-2016, 17-2016, 18-2016, 19-2016, 20-2016 and 21-2016, for various Applications for Traffic Signal Approvals to PennDOT for The Woodlands at Greystone Subdivision and Land Development project. Mr. Craig stated that these Resolutions are part of the Conditional Use process from over nine years ago relating to The Woodlands at Greystone project. Ms. Margie Swart asked why the Township was looking to approve these Resolutions now. Mr. Craig stated that this is just a housekeeping matter, and if the overall Woodlands plan is rejected, these Resolutions would be cancelled. Ms. Camp added that these Resolutions would need to be submitted to PennDOT as a condition of Final Plan Approval as well.

Ms. Maxine Richter stated she would like to see additional police enforcement of bus stops throughout the Township. Captain Stone said that significant traffic enforcement is already conducted and that he would speak with the Traffic Division Sergeant.

Mr. Pielli asked why the Boot Road and Greenhill Road signal was tabled at last month's Board meeting because changes to the signal are needed. Ms. Camp stated that the Resolution was designed to make changes and tied to the signal following the now-tabled Boot Road restriping project so the Resolution died as well.

Ms. Margie Swart stated that as a follow-up from the annual Reorganization Meeting that all appointed Township officials should be sworn in on a yearly basis. Ms. Camp would research the issue and give her opinion to the Board of Supervisors.

There being no further business, on motion by Mr. Purnell, seconded by Mr. Meakim, the meeting was adjourned at 9:22 PM.

Respectfully submitted,

Casey LaLonde
Township Secretary