

**WEST GOSHEN TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
APRIL 13, 2016**

# DRAFT

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  
Mr. William E. Webb, Zoning Officer  
Ms. Kristin Camp, Township Solicitor

A regular meeting of the Board of Supervisors of West Goshen Township was called to order by Chairman Raymond Halvorsen at 7:02 p.m. on Wednesday, April 13, 2016 at the West Goshen Township Administration Building. Mr. Halvorsen opened the meeting with the Pledge of Allegiance to the Flag.

Ms. Camp stated that the Board of Supervisors will not discuss any personnel issues regarding Township employees, their employment status or any other private information.

Chief Joseph Gleason gave the Police Report for the month of March 2016. Chief Gleason stated that the annual Skate-A-Rama occurred last weekend at Ice Line. Around five hundred children attended the event.

Chief Gleason also noted with sadness that Katie Sedlak, wife of West Goshen Township Police Department Detective Sgt. Darren Sedlak, passed away on April 5, 2016. The funeral is scheduled for Friday, April 15, 2016.

Ms. Andrea Testa, Fire Marshal, gave the Fire Marshal Report for the month of March 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 March 2016.

Mr. Pielli thanked the West Goshen Township Police Department for responding so quickly to an emergency situation recently.

Mr. Halvorsen announced that residents brought 7,000 pounds of paper files and documents for destruction at our recent Shred-It event and the recent E-Waste event diverted 21,860 pounds of electronic waste from the landfill. Mr. Halvorsen thanked all of the residents and West Goshen Township businesses for participating in these events.

Mr. LaLonde announced that an Executive Session occurred on April 13, 2016 concerning personnel and litigation.

Mr. Webb announced that the continuing efforts at 834 Orchard Avenue have resulted in a real estate servicing company to contact Mr. Webb to make arrangements to board up the property. Mr. Webb also announced that a Zoning Hearing Board application No. 1-2016 for 1251 and 1253 Ashbridge Road was received. The Applicant is seeking approval from the Zoning Hearing Board to demolish, rebuild and expand their non-conforming residential home on the property. After a discussion, there was a consensus of the Board to oppose any expansion of the existing home, but they did not oppose the reconstruction on the same building footprint.

On a motion by Mr. Purnell, seconded by Mr. Meakim, the Board voted 5-0 to approve the March 9, 2016 minutes. After a brief discussion, there was a unanimous consensus of the Board that draft meeting minutes be posted on the website prior to each subsequent Board meeting.

On a motion by Mr. Meakim, seconded by Mr. Purnell, the Board unanimously approved the Treasurer's Report dated March 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.

Ms. Margie Swart, 1519 Links Drive, asked if there were HRG bills on the bills list. Mr. LaLonde responded that yes, there were HRG bills on the bills list related to the Sewer Authority work.

Ms. Lilli Middlebrooks, 1209 Trafalgar Lane, asked if capital improvements must be bid. Mr. LaLonde responded that Pennsylvania law requires all projects above \$19,400 must be publicly bid. Mr. LaLonde stated the professional services do not need to be bid.

Mr. Tom Casey, 1113 Windsor Drive, stated that there was a statement about adding additional Sewer Authority members. Mr. Halvorsen stated that he made the statement at a recent Board meeting, but with the forward movement and cooperation by the Sewer Authority, no additional members will be added.

Mr. Casey stated that there was a push for HRG to do the Sewer Authority work by Mr. Ted Murphy. Mr. Casey stated that is the reason why there is some confusion as to which engineering company does what for the Sewer Authority.

Ms. Swart stated that the Board of Supervisors did not vote to hire HRG to do any of the Sewer Authority work.

On a motion by Mr. Meakim, seconded by Mr. Purnell, the Board voted 3-2 with Mr. Corvo and Mr. Pielli opposed, to approve the Final Land Development Plan for a 54,260 square foot Age Restricted Independent and Assisted Living Facility for Commerce Operation GP, LLC at 1205 Ward Avenue. Mr. John Jaros, representing the Applicant, thanked the Board for the approval.

Ms. Swart asked when the development security would be posted. Ms. Camp stated that the developer's agreement calls for the financial security to be posted at time of plan recording and prior to building permit issuance.

On a motion by Mr. Meakim, seconded by Mr. Purnell, the Board voted unanimously to approve a Final Land Development for a 5,872 square foot building addition for locker rooms and restaurant for West Goshen Twin Rinks LTD at 700 Lawrence Drive.

On a motion by Mr. Purnell, seconded by Mr. Pielli, the Board voted unanimously to approve a multi-way stop sign at Ward Avenue and N. Five Points Road.

On a motion by Mr. Pielli, seconded by Mr. Purnell, the Board voted unanimously to execute the 2016 Paving Program contract for DiRocco Bros. Paving.

Ms. Camp introduced Ordinance No. 1-2016, regarding geothermal well systems. Ms. Camp stated that the proposed Ordinance had been duly advertised in The Daily Local News and copies were placed on file at the law offices of Buckley Brion and at the Chester County Law Library and that all Municipalities Planning Code (MPC) requirements were met. Ms. Camp stated that the intention of this Ordinance revision was to more carefully regulate the placement of geothermal energy wells in residential and commercial properties. The Ordinance revision provides separation distances for commercial wells adjacent to residential properties and allows residential wells to be placed in the front yards. On a motion by Mr. Purnell, seconded by Mr. Pielli, the Board voted unanimously to approve Ordinance No. 1-2016.

Mr. LaLonde announced that the Township had implemented an on-line access portal for residential and commercial sewer and trash customers to view and print their bills from a link on the Township's website. Mr. LaLonde stated that many of the communications received from Township residents and business owners were

about lost or misplaced bills. This new on-line portal will allow those customers to view and print bills and voluntarily opt-in to have their quarterly sewer and trash invoices emailed to them. Mr. LaLonde stated that the next step would be for the Township to allow for on-line credit card payments and in-person credit card charges and that a public discussion would be occurring over the next months and year about credit card payments. With that, Mr. LaLonde turned over the discussion to Ms. Camp to discuss a required Ordinance revision regarding sewer and trash payments and the emailing of quarterly invoices.

Ms. Camp introduced Ordinance No. 2-2016, regarding the Township's sewer and trash utility billings. Ms. Camp stated that by Pennsylvania law, the Township must enact an Ordinance revision to allow for the voluntary opt-in for residential and commercial customers to receive their invoices via email. Ms. Camp stated that Ordinance No. 2-2016, regarding sewer and trash invoices, was duly advertised in The Daily Local News and copies of the Ordinance were placed on file at the law offices of Buckley Brion and the Chester County Law Library. Ms. Camp again stated that the intention of this Ordinance revision was to allow for the voluntary receipt of sewer and trash invoices via email for residential and business customers. By Pennsylvania law, sewer and trash invoices must be issued through the mail in paper form. This Ordinance allows for a voluntary emailing of those invoices by customers so inclined to waive the paper invoice and receive it via email. On a motion by Mr. Purnell, seconded by Mr. Meakim, the Board unanimously approved Ordinance No. 2-2016.

Mr. LaLonde introduced two updated Finance Department policies, the "Capitalization of Fixed Assets Policy" and the "Fixed Asset Control / Inventory Policy." Mr. LaLonde stated that periodically, the Township updates its Finance Department policies in response to Pennsylvania Commonwealth, Federal or Government Accounting Standards Board (GASB) guidance and regulations. Mr. LaLonde explained both of the policies focus on the capitalization and control of Fixed Assets and sets regulations regarding Fixed Assets owned and maintained by the Township. On a motion by Mr. Purnell, seconded by Mr. Meakim, the Board voted unanimously to approve both policies.

On a motion by Mr. Purnell, seconded by Mr. Meakim, the Board voted unanimously to award the 2016 Pavement Line Markings bid to Alpha Space Control in the amount of \$74,402.88. Mr. Halvorsen stated that once again, this was consortium bid between West Goshen, East Goshen and Westtown Townships and that this is the overall cost to be shared between the three municipalities.

Dr. Doug White, 1001 Woodview Lane, thanked the Board for his father's plaque. Mr. Halvorsen stated that the plaque honoring Dr. Robert White had been placed in the Township's building's courtyard.

Dr. White asked if a traffic signal could be installed at Caswallen on Pottstown Pike. Mr. Craig and Mr. Halvorsen stated that numerous traffic studies had concluded over the years that the traffic volume would not meet PennDOT warrants to allow for a signal to be installed. Chief Gleason stated that installing a traffic signal would not present accidents.

Ms. Beth O'Brien asked why a traffic signal was never installed at Grove Road and Pottstown Pike. Chief Gleason responded that PennDOT warrants do not exist for this intersection.

Ms. Bobbi Lewis asked if the Township had a conflict of interest policy. Mr. LaLonde stated that both the old and new Employee Policy Manuals have conflict of interest policies included.

Ms. Lewis asked if the Township requires employees to sign off on the conflict of interest policy. Mr. LaLonde responded that all employees must sign off on the entirety of the Employee Policy Manual and any subsequent updates.

Mr. Margie Swart, 1519 Links Drive, stated that Mr. Halvorsen reappointed himself as Director of Public Works in 2016, so he has a conflict of interest.

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Mr. Tom Casey, 1113 Windsor Drive, asked Mr. Meakim if he ever told Mr. LaLonde to not do his job. Mr. Meakim responded, no.

Ms. Camp reiterated that the Board of Supervisors does not discuss personnel matters.

Ms. Margie Swart, 1519 Links Drive, stated that Mr. Halvorsen's position as Director of Public Works was created by Mr. Meakim, Mr. Halvorsen and Dr. White in 2001. Ms. Camp responded that what occurred fifteen years ago is irrelevant.

Mr. Bob Stratton, 860 Spruce Avenue, asked about the Tigue Farm project with Toll Bros. Mr. LaLonde responded that the ninety-one unit residential project was located in East Bradford Township and that the Township was involved in ensuring the project's affects on West Goshen Township were limited as much as possible.

Mr. Tom Casey, 1113 Windsor Drive, stated that HRG is a member of the Marcellus Shale Coalition and that the Board needs to resolve to ban wastewater wells from fracking activities from being located in the Township.

There being no further business, on motion by Mr. Purnell, seconded by Mr. Meakim, the meeting was adjourned at 8:58 p.m.

Respectfully submitted,

Casey LaLonde  
Township Secretary

**DRAFT**