

**WEST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS WORKSHOP MEETING
AUGUST 3, 2021**

Township Supervisors:

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

Township Officials:

Mr. Casey LaLonde, Township Manager
Ms. Kristin Camp, Township Solicitor
Mr. Rick Craig, Township Engineer
Mr. Bill Webb, Zoning Officer
Mr. Dave Woodward, Director of Public Works

The Board of Supervisors Workshop Meeting of West Goshen Township was called to order by Chair Shaun Walsh, at 6:00 p.m. on Tuesday, July 6, 2021.

Mr. Walsh opened the meeting with the Pledge of Allegiance to the Flag.

Mr. Walsh announced that the meeting may be audio or video recorded by a 3rd party.

Township Emergency Communications Policy

Mr. LaLonde introduced a draft West Goshen Township Emergency Communications Policy. He stated that he reviewed several emergency communications policies from around the country and found that due to the prevalence of mass shootings and other large incidents at universities, a policy adopted by Florida Atlantic University appeared to match what the Board was interested in accomplishing with this policy. Mr. LaLonde reviewed the policy and stated that this was a general "all hazards" emergency communications policy that could be used for any type of emergency from a pipeline issue to a tanker truck accident on a highway. Mr. LaLonde then took questions from the Board.

Mr. LaLonde stated that the Township's existing Blackboard ConnectCTY system is fully capable of providing phone, email and text emergency alerts to Township residents and property owners, and those residents and property owners interested in receiving emergency messages need to register their phone numbers, email addresses and cell phone numbers for text messages with the Township's ConnectCTY system through the portal on the Township's website.

Mr. Hellmann asked about the radius for this emergency communications. Mr. LaLonde replied that for pipelines, for example, the distance from the pipeline considered in an emergency area anywhere from 2,000 feet to 630 feet. However, it is the Board's discretion over those types of details to be inserted into the plan.

Mr. Walsh had questions regarding the Level I vs. Level II emergency definitions. A scenario may occur in which it is already a Level II emergency. Mr. Walsh asked to redraft the language regarding "escalating emergency" for the Level II emergency. Mr. Walsh also asked to redraft the "immediate threat" language in the "Notification Guidelines" section.

Ms. Tina Smith had several comments regarding the policy, including establishing routine testing of the system. Mr. LaLonde asked Ms. Smith to email him her comments.

Dr. Douglas White had comments regarding the policy.

Ms. Gagné suggested that the Township send the ConnectCTY system emergency message to the Chester County 911 Center so they are informed of what the Township is communicating with residents.

Ms. Stuntebeck suggested that under "Notification Guidelines – (b.) Emergency Follow Up and Status Update Notification" that the paragraph be broken up into separate sections for clarity.

After additional discussion, the Board was requested to email individual suggestions on policy language to Mr. LaLonde in advance of the August 17th Board meeting where the policy will be discussed again.

2022 Capital Projects Discussion

Mr. Walsh stated that he wanted the Board to provide some early guidance to the Township staff as they compile their 2022 capital projects and equipment budgets.

Mr. Walsh questioned the \$250,000 expenditure from the Parks' capital budget for a Woodlands at Greystone Park building. Mr. LaLonde and Mr. Woodward responded that there is probably no need for a large building for the upcoming new park. The Board directed the item be deleted from the budget.

Mr. Walsh questioned the second street sweeper and vacuum truck expenses. Mr. Craig stated that both purchases satisfy the Township's MS4 permit requirement under "Minimum Control Measure #6" for "housekeeping" and would provide street cleaning service and the opportunity to efficiently clean the over 3,000 stormwater inlets currently under the Township's ownership and maintenance responsibility. Mr. LaLonde added that due to the heavy burden of stormwater system maintenance, a separate Public Works stormwater crew will most likely be needed. The Board directed staff to keep the vacuum truck in the 2022 budget and move the second street sweeper to the 2023 budget. The Board directed staff to have the Wastewater Department keep the proposed jet truck in the 2023 budget, but will re-evaluate for that budget year.

Mr. Hellmann asked how many 39,000 gross weight vehicles the Township owns. Mr. Woodward responded that the Township owns nine trucks of that size.

Mr. Hellmann asked about the Parks Department replacement schedule for the various lawn mowers.

The Board asked staff to provide the trade-in values for vehicles purchased in 2020 and 2021.

For capital projects, Mr. Walsh asked staff if there were any other stormwater projects on the horizon. Mr. Woodward responded that on Glen Avenue and Sylvan Drive, there are several corrugated metal pipes (CMP) that need to be lined or replaced. He stated that the CMP on Legion Drive was also in need of repair or lining. Mr. Woodward also stated an aged pipe crossing on Bolmar Street near Snyder Avenue needs to be addressed in 2022 in advance of the proposed Amazon distribution facility in West Chester Borough.

Mr. Craig stated that we still have design and construction of the MS4 permit projects. He suggested a 2022 design and 2023 construction period.

Ms. Gagné asked if ARPA funding may be used for projects. Mr. LaLonde answered yes for stormwater projects.

Mr. Walsh and Mr. Woodward listed other capital projects to be considered for 2022 that includes a new splashpad at Community Park; a new bathroom at Community Park; resurfacing of the basketball courts at Community Park; and addressing drainage issues at Community Park's tennis courts; a new sign for Community Park; and a new electric vehicle (EV) charger for Lambert Park. "Parks Restricted" funds may be used to provide funding for all of these projects.

Ms. Gagné stated that several of those projects are supported by the Township's Sustainability Advisory Committee, including the Lambert Park EV charger.

Stormwater Projects Consents to Enter and Easement

Ms. Camp stated that she recommended obtaining "Consents to Enter" for the Pine Valley Circle Stormwater Project for those properties in which the Township's contractor would have to enter to complete the project.

Easements already exist for these properties, but the "Consent to Enter" provided updated guidance on what to expect for the property owners during construction.

Ms. Camp stated that for the Sunset Hollow Stormwater Project, a single easement was needed to provide an updated and expanded easement area, as the project design was enlarged to accommodate a better and larger stormwater system for the area.

Mr. Hellmann had several questions on the "Consents to Enter" and the easement.

On a motion by Mr. Purnell, seconded by Mr. Hellmann, the Board unanimously approved the nine "Consents to Enter" for the Pine Valley Circle Stormwater Project.

On a motion by Mr. Purnell, seconded by Ms. Gagné, the Board unanimously approved the DePerisco easement for the Sunset Hollow Stormwater Project.

West Goshen Lions Club 50th Anniversary Proclamation

On a motion by Mr. Hellmann, seconded by Mr. Purnell, the Board unanimously approved a Proclamation celebrating the 50th anniversary of the West Goshen Lions Club.

Mr. Purnell thanked the Board for the Proclamation and discussed the history of the West Chester Lions Club and the West Goshen Lions Club and that he has been a member of the Lions Club for 52 years.

Bills to be Paid

On a motion by Mr. Purnell, seconded by Ms. Stuntebeck, the Board unanimously approved the Bills to be Paid.

Public Comment

Dr. Douglas White commented that Pottstown Pike was paved.

Mr. Purnell announced that the Goshen Fair continues this week and that he is the Department of Hay & Grain Manager for the Fair.

On a motion by Mr. Purnell, seconded by Ms. Gagné, the meeting was adjourned at 7:56 p.m.

Respectfully submitted,

Casey LaLonde
Township Secretary