

**WEST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
DECEMBER 7, 2021**

Township Supervisors:

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

Township Officials:

Mr. Casey LaLonde, Township Manager
Mr. Christopher Bashore, Asst. Township Manager
Mr. Richard J. Craig, Township Engineer
Chief Michael Carroll, Police Department
Mr. Bill Webb, Township Zoning Officer
Ms. Kristin Camp, Township Solicitor

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, December 7, 2021.

This meeting was advertised in The Daily Local News on December 21, 2020.

This meeting agenda was posted on the West Goshen Township website and at the Township Building on Friday, December 3, 2021.

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

Ms. Walsh announced that all attendees must wear masks since Chester County remains an area of substantial transmission of COVID-19.

Mr. Walsh announced that the meeting may be recorded by 3rd parties.

Amendment to the agenda to add a second Public Comment period.

Mr. Walsh stated that a large number of individuals are in attendance in order to discuss a particular issue. Mr. Walsh proposed that the Board modify the agenda in order to add a second public comment period early on the agenda in order to allow comment on that issue.

Mr. Purnell made a motion to amend the agenda for the December 7, 2021 Workshop Meeting for the Board of Supervisors to include a public comment period at the start of the meeting. Mr. Hellman seconded the motion.

Mr. Walsh asked if there were any comments from the Board on the proposed motion. No comments were noted.

Mr. Walsh asked if there were any comments from the public on the proposed motion.

Margie Swart stated that she believes that this is a good idea.

There being no further discussion, the motion to amend the agenda for the December 7, 2021 Workshop Meeting for the Board of Supervisors to include a public comment period at the start of the meeting passed by a vote of 5-0.

Public Comment.

Jonathan Zang stated that he is a resident of the West Goshen Mobile Home Park at 1159 West Chester Pike. Mr. Zang read a petition from the residents of the West Goshen Mobile Home Park requesting that the Board of Supervisors deny any request to re-zone the property. Mr. Zang noted that re-zoning the property would force approximately 60 families to relocate and this would be extremely disruptive to their lives. Mr. Zang provided a copy of the petition to the Board. Mr. Walsh thanked Mr. Zang for providing this information to the Board. Mr.

Walsh noted that there has been no formal application submitted to the Township at this time. Mr. Walsh stated that there will not be anything before the Board at the December 21, 2021 meeting. Mr. Walsh thanked the residents of the West Goshen Mobile Home Park for attending.

Judy Adams read a letter to the Board of Supervisors regarding the impact the potential sale and re-zoning of the West Goshen Mobile Home Park would have on her.

Mel Ross stated that he is a resident and the Park Manager for the West Goshen Mobile Home Park. Mr. Ross asked what decision is being made on December 21, 2021. Mr. Walsh stated that there will not be a decision rendered on December 21, 2021 since no application has been made to the Township. Mr. Walsh stated that the Board is aware of a potential agreement of sale of the property and notification that was issued by the current owner to the residents of the West Goshen Mobile Home Park. Mr. Ross stated that the two (2) issues are unclear and the residents feel like it is happening now. Mr. LaLonde stated that the Township is not involved in the sale of the property as that is a private matter. Mr. Ross asked if there would be sufficient notice given to the residents of the West Goshen Mobile Home Park if an application is made. Mr. Walsh stated that the Board would not permit anything to be placed on the agenda without two (2) weeks' notice. Mr. Ross discussed his attachment to his home.

Ms. Gagné asked if it would be appropriate for the Board to take a position on the issue at this time. Mr. Hellman stated that if the proposal for re-zoning the property was currently before the Board, he would vote against it. Ms. Camp cautioned the Board about taking a position on this issue since there is no formal application before the Township at this time.

Mr. Hellman asked about the number of children living at the West Goshen Mobile Home Park. It was noted that there were approximately 35 children living at the West Goshen Mobile Home Park.

Margie Swart stated that she hopes that this application does not come before the Township. Ms. Swart stated that she believes that there is more going on that is not transparent. Ms. Swart stated that she believes that the prospective buyer has been in talks with members of the Township staff for months regarding this project and would like to hear from the staff. Ms. Swart stated that a potential buyer would not proceed forward without assurances from the Township that the property could be rezoned. Mr. Walsh stated that Ms. Swart's comments are speculative and not accurate.

Ms. Gagné asked if it was in the purview of the Board to deny the ability of the potential applicant from submitting an application to the Township. Ms. Camp stated that the Township's ordinance allows any owner or equitable owner of property to submit an application to the Board to consider and then the Board can decide on whether or not to move forward with it.

Tom Ralston asked if there was a cost known for the sale of the property. Mr. Walsh stated that the Township was not aware of the potential sale price. Mr. Ralston stated that the residents are aware that a developer is the potential buyer of the property. Mr. Ralston stated that it does not appear anything can be done until the property is sold and an application is made to the Township. Mr. Ralston asked if there is anything that the residents can do in the interim. Mr. Walsh stated that the residents can do exactly what was done tonight and voice their concerns to the Board.

Margie Swart recommended that the residents of the West Goshen Mobile Home Park seek legal counsel regarding any recourse they may have since they have been paying taxes on their homes.

Mr. Hellman asked for a description for the residents on the process that must be followed to request a zoning map amendment or land development application. Ms. Camp summarized the process, noting that the Board has legislative discretion on whether or not to rezone the property. Ms. Camp stated that the sale of the property is a private transaction.

Mr. Hellman asked about the uses currently permitted in the Township's Multipurpose Zoning District. Mr. Webb summarized the uses permitted in the zoning district. Mr. Webb stated that apartments are not currently permitted in the Multipurpose Zoning District and a map or text amendment would be required.

Mr. Walsh asked about the areas in the Multipurpose Zoning District. Mr. Webb discussed the areas in the Multipurpose Zoning District. Mr. Walsh asked if the Board could modify the allowable uses in the Multipurpose Zoning District. Mr. Webb stated that they could and outlined the process involved.

Mr. Walsh asked if it was possible to amend the zoning to allow for mobile home parks, but exclude industrial uses. Mr. Webb stated that this would create non-conformities in the other area of the Township in the Multipurpose Zoning District. Ms. Gagné asked about the ramifications of making the other properties in the Multipurpose Zoning District non-conforming. Mr. Webb stated that these properties would need to come before the Zoning Hearing Board whenever they desire to do something to their property. Ms. Camp stated that there are options for the Board to consider, but you cannot have a parcel of land that only permits a single use. Ms. Camp recommended having further discussions with the Board and the Township staff about the options available.

Johnathan Zang thanked the Board for listening to the residents of the West Goshen Mobile Home Park and thanked the residents for attending.

Mel Ross stated that he hopes that the Board understands their concerns.

The Board thanked everyone for coming before them this evening.

Amendment to the agenda to move item #10 regarding discussion of West Goshen Rental Permits and a possible Rental Ordinance amendment to earlier on the agenda.

Ms. Gagné made a motion that the Board move item #10 regarding discussion of West Goshen Rental Permits and a possible Rental Ordinance amendment to earlier on the agenda. Mr. Hellman seconded the motion.

Mr. Walsh asked if there were any comments from the Board on the proposed motion. No comments were noted.

Mr. Walsh asked if there were any comments from the public on the proposed motion. No comments were noted.

There being no further discussion, the motion to move item #10 regarding discussion of West Goshen Rental Permits and a possible Rental Ordinance amendment to earlier on the agenda passed by a vote of 5-0.

Discussion of West Goshen Rental Permits and a possible Rental Ordinance amendment.

Ms. Gagné stated that she was contacted by a resident regarding instances in the Township where private property owners are living next to properties rented by students and the tenants are not acting in the best manner. Ms. Gagné stated that she wanted to discuss possible options to adjust the Township's regulations pertaining to rental properties. Ms. Camp summarized the regulations in West Chester Borough and stated that a student home is a separate classified use in the Zoning Ordinance. Ms. Camp stated that any student homes in the R-3 zoning district are legal nonconforming uses. Ms. Camp discussed the point system that West Chester Borough uses to regulate and enforce on rental properties, noting that it requires a guilty verdict from the District Justice. Ms. Camp stated that the system is intend to create accountability on the part of the property owners over their tenants. Ms. Camp summarized the requirements and stated that she would circulate the ordinance in West Chester Borough for review.

Ms. Gagné asked about the point where the behavior necessitates the implementation of this system. Ms. Camp asked if the property has been cited for violations. Ms. Gagné stated that they have been in the past as far as she knows. Ms. Stuntebeck asked about the location of the property. Ms. Gagné stated that it is near the Roslyn neighborhood.

Jill DeBenny stated that the neighboring property was not a student rental property when she first purchased her home. Ms. DeBenny stated that there have been noise and fire violations in the past. Ms. DeBenney noted that she would appreciate the implementation of a point system.

Mr. Walsh asked about the process. Ms. Camp outlined the experience of West Chester Borough in preparing and adopting this ordinance. Mr. Walsh asked about the point system. Ms. Camp stated that it is outlined in the ordinance and noted that it focuses on the impact on quality of life. Ms. Camp stated that the Codes Department for West Chester Borough tracks the number of points per property. Ms. Gagné stated that it may have a positive impact on the owner. Mr. Walsh asked if the Township has taken student tenants to District Court for noise violations. Jill DeBenny stated that she has gone to court over noise violations on two (2) separate occasions. Mr. Walsh noted that it may be a deterrent, but it may not be enough to score points to revoke the rental permit. Ms. Camp stated that it serves as a deterrent in West Chester Borough and has resulted in property owners having discussions with their tenants.

Ed Mayer asked about the zoning for student rental properties. Ms. Camp stated that existing student rental properties in the R-3 zoning district may remain if they existed prior to the changes to the Township's Zoning Ordinance. Mr. Mayer asked how student rentals may be verified and the process involved. Mr. Mayer noted concerns about ensuring that life safety requirements are being met.

Mr. Walsh asked about the Township's rental program. Mr. Webb outlined the requirements of the Township's rental program. Ms. Camp stated that the Township could do an investigation if someone misrepresents who is renting the property. Mr. Webb stated that the current ordinance does not require annual inspections, only when a lease changes.

Mr. Walsh asked the Board if they wanted to consider the point system outlined in West Chester Borough. The Board agreed with reviewing examples and considering amendments to the Township's rental permit provisions. Mr. Walsh asked if the Board wanted to consider evaluating the current ordinance to include annual inspections. The Board agreed that this was not necessary at this time.

Ms. Camp stated that she will circulate examples for the Board's review and consideration.

Discussion and possible approval of Ordinance No. 14-2021, Miscellaneous Zoning Ordinance amendment.

Mr. Walsh stated that the proposed Ordinance No. 14-2021 was initially discussed at the October 5, 2021 Board Workshop Meeting and was authorized for advertisement at the October 19, 2021 Board meeting. Mr. Walsh noted that the proposed ordinance was reviewed by the West Goshen Township Planning Commission at their November meeting and by the Chester County Planning Commission.

Ms. Camp summarized the exhibits before the Board in regards to the proposed ordinance.

Mr. Walsh asked if there was any input from the reviews issued by either the Township Planning Commission or the Chester County Planning Commission. Ms. Camp stated that the Chester County Planning Commission noted certain cross-references that have been adjusted accordingly.

Mr. Hellman made a motion to adopt Ordinance No. 14-2021. Ms. Stuntebeck seconded the motion.

Mr. Walsh asked if there were any comments from the Board on the proposed motion. No comments were noted.

Mr. Walsh asked if there were any comments from the public on the proposed motion. No comments were noted.

There being no further discussion, the motion adopting Ordinance No. 14-2021 passed by a vote of 5-0.

Continued Discussion of 2022 Budget – Outstanding items from November 16, 2021 presentation.

Mr. Walsh stated that the outstanding items for the 2022 budget included the contributions to the Goshen Fire Company and Good Fellowship Ambulance Company, as well as a determination on waiving the contribution to the retiree benefit account for 2022. Mr. Walsh noted that Mike Moffa, Wastewater Superintendent, has requested an adjustment to the chemical budget for 2022.

- **2022 Contributions to Goshen Fire Company and Good Fellowship Ambulance Company**

Mr. Walsh summarized the contributions currently in the 2022 preliminary budget for Goshen Fire Company and Good Fellowship Ambulance Company, noting that the contribution levels are the same as they were in 2021. Ms. Gagné stated that she was comfortable with the contribution levels outlined in the 2022 preliminary budget. Ms. Stuntebeck agreed. Mr. Hellman stated that he would be comfortable increasing the contribution to Goshen Fire Company to the original 2021 request of \$215,532, noting that \$10,000 was reallocated last year to Fame Fire Company for their building renovation.

Mr. Walsh stated that he reviewed the projected call volumes for 2021, noting that Goshen Fire Company appears to be underfunded based on the projected call volume compared to West Chester Fire Department and Good Fellowship Ambulance Company. Mr. Walsh stated that he supported a contribution of \$215,532 and recommended that the Board review the fire and EMS service for the Township in 2022.

Mr. Hellman made a motion to set the 2022 contributions to Goshen Fire Company and Good Fellowship Ambulance Company at \$215,532 and \$86,980, respectively. Mr. Walsh seconded the motion.

Mr. Walsh asked if there were any comments from the Board on the proposed motion.

Mr. Hellman stated that he believes that the Township needs to move to a contractual relationship with Goshen Fire Company similar to the arrangement with West Chester Fire Department.

Mr. Walsh asked if there were any comments from the public on the proposed motion.

Doug White asked if the amount allocated represents the amount requested by Goshen Fire Company. Mr. Walsh stated that it did not. Mr. Hellman reviewed the amount requested. Mr. White asked if the Goshen Fair was considered. Mr. Walsh stated that Chief Everhart presented financial information for Goshen Fire Company at the Board's November Workshop Meeting. Mr. Walsh reviewed the items discussed. Mr. Hellman noted that additional information had been requested from Goshen Fire Company.

Kim Holman, Executive Director for Good Fellowship Ambulance Company, discussed the expense increases that have been witnessed across the country as it pertains to EMS service. Ms. Holman stated that several items are increasing, including insurance premium costs. Ms. Holman noted that the expenses to provide EMS service do not correlate with the amount of money received through

insurance reimbursements for service. Ms. Holman stated that wage issues are impacting their ability to secure medics. Ms. Holman discussed the issues with reimbursement rates and noted that an increase in their funding is necessary to continue to provide service to the community. Ms. Holman stated that she has ideas for how the Township and the service providers may work jointly to reduce costs.

Doug White asked about contracting directly with the insurance companies for a better ability to receive funds. Ms. Holman outlined the insurance reimbursement process.

Mr. Purnell asked about the status of volunteers. Ms. Holman stated that the model has shifted more towards paid staff, but noted that Good Fellowship Ambulance Company does have a strong volunteer core.

Ms. Gagné asked about the amount being requested by Good Fellowship Ambulance Company for 2022. Ms. Holman stated that the requested contribution is \$91,795 and that this is based on a funding formula. Ms. Gagné stated that she supports increasing the contribution to Good Fellowship Ambulance Company, but the Board would need to determine where the additional funds would come from in the 2022 budget. Ms. Holman discussed the strategic plan for fire and EMS service recently completed by Chester County and the methods of funding discussed therein. Ms. Holman discussed opportunities to increase the efficiency of this service.

Mr. Hellman made a motion to set the 2022 contribution to Goshen Fire Company at \$215,532. Mr. Walsh seconded the motion.

Mr. Walsh asked if there were any comments from the Board on the proposed motion. No comments were noted.

Mr. Walsh asked if there were any comments from the public on the proposed motion. No comments were noted.

There being no further discussion, the motion setting the 2022 contribution to Goshen Fire Company at \$215,532 passed by a vote of 5-0.

Ms. Gagné made a motion to set the 2022 contribution to Good Fellowship Ambulance Company at \$91,795. Ms. Stuntebeck seconded the motion.

Mr. Walsh asked if there were any comments from the Board on the proposed motion. No comments were noted.

Mr. Walsh asked if there were any comments from the public on the proposed motion. No comments were noted.

There being no further discussion, the motion setting the 2022 contribution to Good Fellowship Fire Company at \$91,795 passed by a vote of 5-0.

- **Consideration of waiving 2022 OPEB funding**

Mr. Walsh reviewed the current balances in the Township's OPEB accounts. Mr. Walsh stated that Mr. LaLonde has outlined how the actual usage is not at the actuarial assumption. Mr. Walsh stated that the Board has the option to waive this contribution in 2022. Mr. Walsh stated that the amounts included in the 2022 preliminary budget are \$171,079 in the General Fund and \$60,440 in the Sewer Fund.

Ms. Gagné made a motion to waive the 2022 OPEB funding in the amounts of \$171,079 in the General Fund and \$60,440 in the Sewer Fund. Mr. Hellman seconded the motion.

Mr. Walsh asked if there were any comments from the Board on the proposed motion. No comments were noted.

Mr. Walsh asked if there were any comments from the public on the proposed motion. No comments were noted.

There being no further discussion, the motion waiving OPEB funding in 2022 passed by a vote of 5-0.

- **2022 Sewer Fund Chemical Budget**

Mr. Walsh stated that Mike Moffa, Wastewater Superintendent, has provided a memorandum to the Board outlining increased costs for chemicals, most notably, Polyaluminum Chloride. Mr. Walsh stated that these are important chemicals used for the new CoMag System. Mr. Walsh stated that Mr. Moffa is requesting a budget increase of \$281,266 to the chemical line-item in 2022 due to the increased cost of this material.

Mr. Purnell made a motion to approve the requested expenditure increase in the 2022 Sewer Fund budget of \$281,266 for chemicals. Mr. Walsh seconded the motion.

Mr. Walsh asked if there were any comments from the Board on the proposed motion.

Mr. Hellman recommended increasing the revenue side of the 2022 Sewer Fund budget by \$90,000 in order to reflect the increased operating contributions from the partner municipalities.

Mr. Purnell amended his motion to include an increase in projected revenue in the 2022 Sewer Fund budget of \$90,000. Mr. Walsh seconded the amended motion.

Mr. Walsh asked if there were any further comments from the Board on the proposed motion. No comments were noted.

Mr. Walsh asked if there were any comments from the public on the proposed motion.

Doug White asked if this would impact maintenance for the Township's sewer system. Mr. Walsh stated that it would not.

There being no further discussion, the motion approving the increased revenue and expenditures as requested for the 2022 Sewer Fund budget passed by a vote of 5-0.

Mr. Walsh addressed comments raised by Margie Swart at the November 16, 2021 meeting regarding provisions in the PA Second Class Township Code pertaining to the transfer of funds. Mr. Walsh stated that Ms. Camp has reviewed this situation and it has been determined the funds are encumbered since they are part of the approved budget for Township. Ms. Swart asked if it has been considered to transfer some of the surplus in 2021. Mr. Walsh stated that it has not.

Margie Swart discussed her review of West Whiteland Township's Sewer Fund budget. Ms. Swart asked if their payment is separated between operation and capital. Mr. LaLonde stated that they do.

Request for health care coverage from Supervisor-elect Tinamarie Smith.

Mr. Walsh stated that Supervisor-elect Tinamarie Smith has requested health care coverage pursuant to the PA Second Class Township Code.

Mr. Walsh made a motion to approve the request of Supervisor-elect Tinamarie Smith for health care coverage as requested. Mr. Hellman seconded the motion.

Mr. Walsh asked if there were any comments from the Board on the proposed motion. No comments were noted.

Mr. Walsh asked if there were any comments from the public on the proposed motion.

Margie Swart asked about the benefits covered. Mr. Walsh stated that it would include other health-related coverages, such as dental insurance. Ms. Swart asked about Medicare coverage and if this would be supplemental. Mr. LaLonde stated that the PA Second Class Township Code does not permit townships to purchase a supplemental policy.

There being no further discussion, the motion approving the request for health care coverage for Supervisor-elect Tinamarie Smith passed by a vote of 5-0.

Continued Discussion on proposed tree ordinance.

Mr. Walsh stated that initial discussion on the proposed tree ordinance was held at the November 16, 2021 meeting of the Board of Supervisors. The proposed ordinance was returned to the Sustainability Advisory Committee for final recommendation based on the discussion at the November 16, 2021 meeting and is before the Board again this evening.

Ms. Camp stated that the Sustainability Advisory Committee reviewed her comments at their November 23, 2021 meeting and provided comments to her. Ms. Camp stated that the draft ordinance before the Board is based on their review.

Mr. Walsh asked if there were any further comments from the Township staff on the proposed ordinance. No comments were noted.

Mr. Purnell discussed the provisions pertaining to utility companies and recommended including their contractors/agents to the entities exempt from the proposed ordinance's permit requirements.

Mr. Hellman asked about the sight triangle requirements. Mr. Craig outlined the requirements for a clear sight triangle in the Township's Subdivision and Land Development Ordinance.

Mr. Hellman asked about the permit requirements in section 74A-10 and asked if this would apply to private property. Ms. Camp outlined the types of right-of-way that the Township may have where a permit would be required. Mr. Hellman asked if a permit would be required if work is being done outside of the defined areas. Ms. Camp reviewed the definition of "Street Trees" included in the proposed ordinance. Ms. Gagné stated that the goal of the proposed ordinance is to maintain a certain street tree canopy.

Susan Charkes, member of the Sustainability Advisory Committee, asked about section 74A-10.A. Ms. Camp summarized the provisions in this section. It was recommended that this section be renumbered accordingly.

Mr. Purnell made a motion to authorize the advertise of the proposed ordinance regulating trees for a public hearing and possible adoption at the December 21, 2021 meeting of the Board of Supervisors. Ms. Gagné seconded the motion.

Mr. Walsh asked if there were any further comments from the Board on the proposed motion. No comments were noted.

Mr. Walsh asked if there were any comments from the public on the proposed motion.

Doug White asked if the proposed ordinance would include preserving historic trees or trees that are part of land developments. Mr. Walsh stated that it does not.

There being no further discussion, the motion authorizing the advertisement of the proposed ordinance pertaining to trees passed by a vote of 5-0.

Discussion and possible approval to register with the Pennsylvania Attorney General's office in the proposed opioid settlement.

Mr. LaLonde stated that the Township received a memorandum from PA Attorney General Josh Shapiro's office regarding potential participation in the proposed opioid settlement. Mr. LaLonde stated that the Board has until January 2, 2022 to decide to participate. Mr. LaLonde stated that if the Board decided not to participate in the settlement, that would preserve the Township's right to litigate against opioid manufacturers independently, but he did not see that as a viable option. Mr. LaLonde stated that the Township has not had direct expenditures and recommended passing any funds received through to the ambulance companies.

Mr. Walsh asked if there was any cost to the Township to participate. Mr. LaLonde stated that there is not.

Mr. Purnell made a motion to approve the registration of West Goshen Township with the Pennsylvania Attorney General's office in the proposed opioid settlement. Mr. Hellman seconded the motion.

Mr. Walsh asked if there were any comments from the Board on the proposed motion. No comments were noted.

Mr. Walsh asked if there were any comments from the public on the proposed motion.

Kim Holman, Executive Director for Good Fellowship Ambulance Company, discussed Good Fellowship Ambulance Company's program for acquiring naloxone and how the medication is distributed, noting that they provide naloxone to every police department in Chester County. Ms. Holman discussed the grant program utilized to purchase naloxone.

There being no further discussion, the motion approving the registration of West Goshen Township with the Pennsylvania Attorney General's office in the proposed opioid settlement passed by a vote of 5-0.

Discussion and possible approval of Resolution No. 18-2021, Chester County Hazard Mitigation Plan.

Mr. LaLonde stated that the Disaster Mitigation Act of 2000 requires state and local governments to prepare and submit a Hazard Mitigation Plan. Mr. LaLonde stated that the proposed resolution would adopt the Chester County 2021 Hazard Mitigation Plan for West Goshen Township. Mr. LaLonde reviewed the provisions contained in Resolution No. 18-2021.

Mr. Purnell made a motion to adopt Resolution No. 18-2021, adopting the Chester County 2021 Hazard Mitigation Plan for West Goshen Township. Mr. Hellman seconded the motion.

Mr. Walsh asked if there were any comments from the Board on the proposed motion.

Mr. Walsh asked if there were any specific actions that needed to be taken by the Township as it pertained to implementation in 2022. Mr. LaLonde stated that he believed that everything was in place, but he would speak with the Township's Emergency Management Coordinator, Andrea Testa, to determine if any further action was going to be required.

Mr. Walsh asked if there were any comments from the public on the proposed motion. No comments were noted.

There being no further discussion, the motion adopting Resolution No. 18-2021 passed by a vote of 5-0.

Discussion and possible approval of Resolution No. 19-2021, PA Department of Transportation dotGrants on-line reporting system participation.

Mr. Bashore stated that this proposed resolution would authorize the Township to enroll in the dotGrants online reporting system with the PA Department of Transportation. Mr. Bashore noted that this is necessary to submit the required documents for the Municipal Liquid Fuels Program. Mr. Bashore stated that the resolution would authorize the execution of the required Electronic Access License Agreement.

Mr. Purnell made a motion to adopt Resolution No. 19-2021, authorizing participation in the PA Department of Transportation dotGrants on-line reporting system. Ms. Stuntebeck seconded the motion.

Mr. Walsh asked if there were any comments from the Board on the proposed motion. No comments were noted.

Mr. Walsh asked if there were any comments from the public on the proposed motion.

Susan Charkes asked about the amount of funding received. Mr. LaLonde stated that the funding fluctuates and discussed how the funding is determined.

There being no further discussion, the motion adopting Resolution No. 19-2021 passed by a vote of 5-0.

Discussion and approval of Board of Supervisor 2022 meeting dates and times.

Mr. Walsh discussed the Board's current meeting schedule and asked if the Board would like to continue with two (2) meetings per month. The Board determined that the two (2) meeting per month schedule should be continued in 2022.

Mr. Walsh asked if the Board would like to continue with different start times for each meeting or if the start times should be consolidated. Mr. LaLonde stated that the Sewer Authority recently moved their meetings to 6:00 pm. Ms. Gagné stated that she would support starting both meetings at 6:00 pm.

Mr. Walsh asked if there were any dates that conflicted with Township holidays or Election Day. Mr. LaLonde stated that he would review the 2022 calendar and circulate an e-mail to the Board of Supervisors.

Ms. Gagné made a motion to authorize the advertisement of the 2022 meeting schedule for the Board of Supervisors on the first and third Tuesday of each month starting at 6:00 pm. Ms. Stuntebeck seconded the motion.

Mr. Walsh asked if there were any further comments from the Board on the proposed motion. No comments were noted.

Mr. Walsh asked if there were any comments from the public on the proposed motion.

Doug White asked if the actual dates will be discussed at the Organizational Meeting. Mr. LaLonde stated that they will be announced at the Organizational Meeting, but advertised before. Mr. Walsh encouraged Mr. White to check the calendar and contact Mr. LaLonde regarding potential conflicts.

Margie Swart asked if the meeting agenda could be posted on Thursday if a designated Township holiday falls on a Monday for the meetings. Mr. Walsh stated that this could be done.

There being no further discussion, the motion approving the 2022 meeting schedule for the Board of Supervisors passed by a vote of 5-0.

Discussion of bus shelter as part of the proposed redevelopment of 829 Paoli Pike for Stanbery West Goshen, LLC.

Mr. LaLonde stated that Stanbery West Goshen, LLC submitted their final Highway Occupancy Permit (HOP) application to the PA Department of Transportation (PennDOT) and there was a comment requesting that the Township take ownership of the bus shelter on the site. Mr. Walsh asked who currently owns bus shelters in the Township. Mr. LaLonde stated that they currently owned by Clear Channel. Mr. LaLonde stated that PennDOT will not permit a private landowner to own the bus shelter. Ms. Camp discussed similar situations pertaining to other fixtures in the PennDOT right-of-way. Ms. Camp recommended that an agreement be established with the property owner to build and maintain the bus shelter. Ms. Camp stated that the agreement would run with the land.

Mr. Walsh asked what would happen to the existing bus shelters if the entity maintaining them goes out of business. Mr. LaLonde stated that they would most likely fall into disrepair and may be removed by PennDOT. Mr. Walsh asked if the bus shelter would be considered an asset on the Township's schedule. Mr. LaLonde stated that it would, but there would be no offsetting expense. Mr. Walsh asked about advertising. Mr. LaLonde stated that advertising could occur. Mr. Walsh asked about liability. Ms. Camp stated that the Township would be liable as the owner of the bus shelter. Ms. Gagné asked if the property owner was aware of the potential arrangement. Mr. LaLonde stated that they were.

Mr. Craig stated that the Township has never agreed to be a co-permittee on a PennDOT HOP. Mr. Craig expressed concern about PennDOT seeking the Township to take ownership of other facilities and potentially setting a precedent. Ms. Camp stated that if the Township believes that it is a good amenity, then the Township will need to sign-off on the permit. Mr. Craig stated that the plan could be approved pending HOP approval.

Mr. Walsh asked about the possibility of the Township signing-off on the bus shelter, but not other facilities, such as stormwater. Ms. Camp stated that she believes that they are separate issues.

Mr. Hellman stated that he believes that the bus shelter is an amenity that should be in the Township.

Ms. Camp recommended having the developer's legal counsel prepare a draft maintenance agreement for the Board's review. The Board agreed with this recommendation.

Approval of the bills to be paid for the General Fund, the Sewer Revenue Fund, the Waste and Recycling Fund, and the Capital Reserve Fund.

Mr. Purnell made a motion to approve the bills to be paid for the General Fund, the Sewer Revenue Fund, the Waste and Recycling Fund, and the Capital Reserve Fund. Ms. Stuntebeck seconded the motion.

Mr. Walsh asked if there were any further comments from the Board on the proposed motion.

Mr. Walsh asked about invoices for the Sewer and Waste & Recycling Funds pertaining to the municipal liens for the Township Solicitor's office. Ms. Camp stated that those are the costs for filing municipal liens for unpaid sewer and waste bills. Ms. Camp stated that these are done regularly.

Mr. Walsh asked if there were any comments from the public on the proposed motion. No comments were noted.

There being no further discussion, the motion approving the bills to be paid for the General Fund, the Sewer Revenue Fund, the Waste and Recycling Fund, and the Capital Reserve Fund passed by a vote of 5-0.

Public Comment.

Mr. Walsh opened the floor to public comment for any items not on the agenda.

Margie Swart discussed road maintenance expenditures in the Capital Reserve Fund. Ms. Swart asked if the projects not completed in 2021 were moved into 2022. Mr. Walsh stated that they were and noted that the new projects were being funded through the American Rescue Plan Act funds that were received.

Ms. Swart discussed the Township's reserve funds and stated that she does not believe that a stormwater fee is necessary.

Ms. Swart stated that would like to request that a Citizen Finance Committee be established in 2022.

Doug White requested that the Board continue to evaluate an alternative funding strategy that may result in a reduced sewer rate increase in the future.

Mr. Hellman asked about the After-Action Report for the Boot Road Pump Station from the September 30, 2021 tabletop exercise with the Chester County Department of Emergency Services. Mr. LaLonde stated that a draft report has been provided and the final report should be released shortly. Mr. LaLonde stated that the report is not for public consumption since it contains sensitive infrastructure information.

Mr. Walsh asked about the Boot Road Pump Station and the offer to have members of Board visit to see the steps taken to address the noise issues. Mr. LaLonde stated that he has contacted Energy Transfer to determine what is occurring and has not received a response. Mr. Walsh asked about obtaining a baseline sound reading. Mr. Craig stated that he visited the site to obtain a baseline sound reading, but the issue is that the baseline is the ambient noise from Boot Road and Route 202. Mr. Craig stated that the Township's equipment cannot differentiate between the pump station and road noise.

Adjourn

On motion of Mr. Purnell, seconded by Mr. Walsh, the motion adjourning the meeting at 8:58 pm passed by a vote of 5-0.

Please view this meeting's video recording via YouTube with the link located at www.westgoshen.org.

Respectfully submitted,

Christopher Bashore
Assistant Township Secretary