

**WEST GOSHEN TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
DECEMBER 20, 2022**

Township Supervisors:

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

Township Officials:

Mr. Christopher Bashore, Township Manager  
Ms. Jaime Jilozian, Assistant Township Manager  
Chief Michael Carroll, Chief of Police  
Ms. Kristin Camp, Esq., Township Solicitor  
Mr. Richard Craig, P.E., Township Engineer  
Mr. David Woodward, Director of Public Works

The regular monthly meeting of the Board of Supervisors of West Goshen Township was called to order by Chair Shaun Walsh, at 6:00 p.m. on Tuesday, December 20, 2022.

This meeting was advertised in The Daily Local News on December 17, 2021.

This meeting agenda was posted on the West Goshen Township website and at the Township Building on Friday, December 16, 2022.

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

Mr. Walsh announced that the meeting may be recorded by 3<sup>rd</sup> parties.

**Public Comment.**

Doug White, Resident of West Goshen Township, wished everyone a Happy Hanukkah and thanked Rick Craig, for his 22 years of service as the Township Engineer for West Goshen Township.

**Discussion of the Final 2023 General Fund, Sewer Fund, Waste & Recycling Fund, Capital Reserve Fund, Highway Aid Fund, and American Rescue Fund Budgets and approval of Resolution 22 – 2022, adopting said 2023 Budgets and the 10-year Capital Improvement Plan for West Goshen Township.**

Mr. Walsh brought forth discussion of the Final 2023 General Fund, Sewer Fund, Waste & Recycling Fund, Capital Reserve Fund, Highway Aid Fund, and American Rescue Fund Budgets and approval of Resolution 22 – 2022, adopting said 2023 Budgets and the 10-year Capital Improvement Plan for West Goshen Township.

Mr. Walsh reviewed a few changes from the preliminary to final budget, noting the removal of the EV charging station at Lambert Park, reducing the amount of transfer from the General Fund to the Capital Reserve Fund, and a few other minor changes. Mr. Walsh reviewed the 2022 actuals, summarizing the reasons the revenues were showing a decrease and the expenses showing an increase.

Mr. Walsh opened the floor to comments from the Board.

Mr. Hellmann asked about the discrepancy between the projected deficit and exceeding the budget by a significant amount. Ms. Riffey, West Goshen Township Finance Director, responded that the revenue was from significant amounts of transfer taxes for apartment and commercial buildings sold this year and the difficulty to trend revenue from the Earned Income Tax from the new development at Greystone.

Mr. Walsh opened the floor to comments from the public.

Doug White asked if the library donation remained in the budget in the amount of \$20,000 and Ms. Riffey confirmed it did.

Mr. Walsh made a motion to approve Resolution 22-2022 for the expenditures and expenses of the fiscal year 2023 with the following amounts appropriated from the funds:

General Fund in the amount of \$19,402,890;  
Sewer Fund in the amount of \$7,912,326;  
Waste & Recycling Fund in the amount of \$2,817,964;  
State Highway Fund in the amount of \$745,000;  
Capital Reserve Fund in the amount of \$2,807,904; and  
American Rescue Fund in the amount of \$1,442,010.

Ms. Smith seconded the motion.

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

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

There being no further discussion, the motion passed with a vote of 4-0.

**Discussion and possible approval of Resolution 23 – 2022, adopting the 2023 Real Estate Tax Millage Rate of 2.00 Mills.**

Mr. Bashore brought forth the discussion and possible approval of Resolution 23 – 2022, adopting the 2023 Real Estate Tax Millage Rate of 2.00 Mills. Mr. Bashore noted the rate remains unchanged from 2022 and is below the average tax rate of 2.81821 mills in Chester County.

Mr. Walsh made a motion to approve Resolution 23-2022, adopting the 2023 Real Estate Tax Millage Rate of 2.00 mills. Mr. Hellmann seconded the motion.

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

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

There being no further discussion, the motion passed with a vote of 4-0.

**Discussion and possible approval of the Collective Bargaining Agreement between West Goshen Township and West Goshen Police Officers' Association for years 2023 to 2027.**

Mr. Walsh brought forth the discussion and possible approval of the Collective Bargaining Agreement between West Goshen Township and West Goshen Police Officers' Association for years 2023 to 2027. Mr. Walsh announced that at the November 15, 2022 Board of Supervisors meeting, the Board approved a Memorandum of Understanding that memorialized the negotiated terms that were incorporated into the new CBA before the Board this evening.

Mr. Walsh opened the floor to comments from the Board.

Mr. Hellmann thanked Mr. Walsh and Ms. Smith for representing the Board in the negotiations and the West Goshen Police Department representatives for their fair negotiations. Mr. Walsh seconded his thanks to the West Goshen Police representatives for their fair negotiations as well.

Ms. Gagné made a motion to approve the Collective Bargaining Agreement between West Goshen Township and West Goshen Police Officers' Association for years 2023 to 2027 and Ms. Smith seconded the motion.

Mr. Walsh opened the floor to public comment.

Doug White asked if there were any changes to the DROP arrangement, and Mr. Walsh confirmed there were not.

After no further discussion, the motion passed with a vote of 4-0.

**Discussion and possible approval of Ordinance No. 9 – 2022, establishing a Volunteer Service Tax Credit program pursuant to Act 172 of 2016.**

Ms. Kristin Camp, Solicitor for West Goshen Township, opened the hearing for the possible approval of Ordinance No. 9 – 2022, establishing a Volunteer Service Tax Credit program pursuant to Act 172 of 2016.

Ms. Camp provided an update on the purpose of the ordinance and advised that the Township wait to adopt the Ordinance until 30 days past the advertising date, which would be at the January 17, 2023 Board of Supervisors meeting. Ms. Camp advised the Board to table the associated Resolution until that date as well.

Mr. Hellmann asked if the participating organizations could be advised to collect applications for the program as the program deadline was set for January 15, 2023 and that would be prior to final adoption of the ordinance. Ms. Camp confirmed that this would be acceptable, as long as the Board was in support of adopting the Ordinance and Resolution on January 17, 2023.

Mr. Walsh asked if there had been any changes to the ordinance since last seen by the Board on October 27, 2022, and Ms. Camp confirmed there was not.

There was a general discussion between the Board in support of keeping the ball rolling to ensure that participants do not miss the required January 15, 2023 deadline and there was a consensus from the Board for approval of the ordinance and resolution in January.

**Discussion and possible approval of Resolution No. 24 – 2022, establishing criteria for West Goshen Township's Volunteer Service Tax Credit Program.**

As discussed in the previous agenda item, the Board chose to table this item until the January 17, 2023 Board of Supervisors meeting.

**Discussion and possible approval of West Goshen Township's participation in the COSTARS Electrical Supply Procurement Program and awarding of a two-year electrical supply contract.**

Mr. Bashore brought forth the discussion and possible approval of West Goshen Township's participation in the COSTARS Electrical Supply Procurement Program and awarding of a two-year electrical supply contract. Mr. Bashore announced that the Township's current electricity supply contract expires on January 9, 2023 for the Municipal Complex and Wastewater Treatment Plant and January 31, 2023 for all other accounts. Mr. Bashore announced that bids were opened through COSTARS on December 14, 2022 for a two-year contract and the results were as follows:

- Facilities over 100,000 kWh: NRG Energy Center- \$0.07842/kWh
- Facilities under 100,000 kWh: NRG Energy Center- \$0.08078/kWh
- Streetlights: WGL Energy- \$0.07476/kWh

Mr. Walsh asked about constraints to the two-year contract with regards to the Township's future plans for solar panels or other renewable energy upgrades for the Municipal Complex.

Mr. Hellmann asked about the specifics of the electric being supplied through renewable energy sources. Mr. Bashore stated that the COSTARS program requires bidders to provide a minimum of 10% of their energy through renewable sources.

Mr. Walsh asked if a two-year contract may align with the neighboring COG municipalities being able to participate in the bid in the future, and Mr. Woodward confirmed it would.

Ms. Smith made a motion to approve the COSTARS Electrical Supply Procurement Program bid in the amounts stated above for a two-year electrical supply contract, and Mr. Walsh seconded the motion.

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

Mr. Walsh opened the floor to comments from the public.

Doug White asked if there was a termination fee and for clarification of what would occur if the Township chose not to enter into a contract when the existing expired. Mr. Bashore confirmed there was a fee to extinguish the contract and explained the Township would be subject to market rate prices without the contract.

After no further discussion, the motion was passed with a vote of 4-0.

**Discussion and possible approval of a proposed School Resource Officer Agreement between West Goshen Township and the West Chester Area School District.**

Mr. Bashore brought forth the discussion and approval of a proposed School Resource Officer (SRO) Agreement between West Goshen Township and the West Chester Area School District. Mr. Bashore announced that the West Goshen Police Department historically assigned SRO's in certain schools in the Township and the agreement before the Board was intended to outline the services provided by SRO's and responsibilities of the School District (SD). Mr. Bashore announced that the agreement would cover a period from January 1, 2023 to June 30, 2027 and he noted that the agreement was also being presented to West Chester Borough and Westtown-East Goshen Police Departments.

Mr. Bashore announced that changes suggested by the Township today were accepted by the School District and asked if the Board had any revisions.

Mr. Walsh commented that he wanted better clarity in Section 8, Payment for Police Services and he shared proposed new language for Sections 8, B and C. Mr. Walsh asked Ms. Camp if the Board could approve the agreement contingent upon the revisions, and she confirmed.

Ms. Gagné asked for clarification regarding language in the agreement about having Police officers at events after school, and Ms. Camp advised the Board to retain the language in the agreement to allow the School District to make such requests and for the Chief of Police to determine if they would be able to provide the coverage.

Mr. Hellmann made a motion to approve the School Resource Officer Agreement between West Goshen Township and the West Chester Area School District contingent upon the suggested changes from December 20, 2022, and Ms. Gagné seconded the motion.

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

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

There being no further discussion, the motion passed with a vote of 4-0.

**Discussion and possible approval of the proposed Utility Bill Late Fee/Penalty Waiver policy for the West Goshen Township Finance Department.**

Mr. Bashore brought before the Board consideration of approving a proposed policy authorizing the Finance Department to waive certain late fees and penalties on sewer and waste & recycling accounts. Mr. Bashore announced that the proposed policy would allow for a one-time waiver of late fees if the account is otherwise in good standing, and if the request for a waiver is made in writing to the Township Manager within one billing cycle.

Mr. Walsh asked for clarification of the language regarding the request be made within one billing cycle and he requested an update on the efficiency of the online bill payment system.

Mr. Hellmann verified that the waiver request could be made via email.

Mr. Walsh opened the floor to comments from the public, and there were several public in attendance that voiced support of this policy.

Ms. Smith made a motion to approve the Utility Bill late Fee/Penalty Waiver Policy, and Mr. Hellmann seconded the motion.

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

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

There being no further discussion, the motion passed with a vote of 4-0.

**Discussion regarding a deer management program for West Goshen Township. 6:53 Robin Stuntebeck joined the meeting.**

Mr. Walsh brought forth a discussion regarding a deer management program for West Goshen Township.

Ms. Stuntebeck, Board of Supervisor Member joined the meeting.

Mr. Walsh announced that the matter arose based on concerns raised by a property owner on Basin Road, which subsequently led to staff researching neighboring municipal deer management programs and an analysis by Mr. Craig, Township Engineer to determine the feasibility of a program on existing township properties.

Mr. Walsh commented that according to Mr. Craig's analysis it is not feasible to perform a deer management program on the existing Township owned properties but could possibly be feasible for the future park at Greystone. Mr. Walsh commented that two elements for consideration by the Board would be what options are there on Township property since bow hunting is not feasible and what deer management expectations may be for the future park at Greystone.

Mr. Walsh opened the floor to comments from the Board, and there was a general discussion around options for controlling deer population on existing Township property. There was a general consensus from the Board that more information was needed from experts on the matter in order to determine what other options the Township has for the existing properties as well as determining expectations for deer culling at the future park at Greystone.

Mr. Walsh opened the floor to comments from the public.

John Barickman was present and spoke in support of the Township considering a deer management program.

A resident of the Greystone development commented against permitting any form of hunting in the future park at Greystone citing concerns of proximity to residents.

Steve Crum commented that his HOA currently permits a controlled hunt on the HOA property annually.

Mr. Walsh thanked everyone for their comments, and summarized that the Township would look into more education from experts on the matter and bring the discussion forward to the public again in the future.

**Discussion and possible awarding of bid for the 1995 Ford F800 Tanker Truck authorized for sale.**

Mr. Bashore brought before the Board consideration to award for the bid the 1995 Ford F800 Tanker Truck in the Township's Wastewater Department. Mr. Bashore announced that the bid opening was on November 23, 2022 and closed on December 14, 2022 and there were 70 bids received with the winning bid going to Regan Wilson in the amount of \$25,100. Mr. Bashore announced that a legal advertisement was run on November 23, 2022 as required.

Mr. Walsh made a motion to award the bid to Regan Wilson in the amount of \$25,100.00 for the 1995 Ford F800 Tanker Truck, and Ms. Smith seconded the motion.

Mr. Walsh opened the floor to public comment. No comments were noted.

The motion passed by a vote of 5-0.

**Discussion and possible awarding of the 2023 Sludge Hauling contract.**

Mr. Bashore brought before the Board for consideration to award the Township's 2023 Sludge Hauling contract. Mr. Bashore announced that the bids were opened on December 13, 2022 on PennBid and there were two bids received, with the apparent low bidder being the company the contract is currently under, Charles Blosenski Disposal Co. Mr. Bashore noted that there was a \$100 dollars per load increase from last year at a price of \$430 dollars per load.

Mr. Walsh asked Mr. Moffa, Wastewater Superintendent for West Goshen, if there were enough funds budgeted for the increase, and Mr. Moffa confirmed he assumed a 10% increase in cost.

Mr. Walsh made a motion to award Charles Blosenski Disposal Co. for the 2023 Sludge Hauling contract, and Ms. Smith seconded.

Mr. Hellmann inquired about methods of increasing the potential for more bidders, and Mr. Moffa responded that they would reach out to companies that showed interest to see why they did not follow through.

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

Mr. Walsh opened the floor to public comment.

Doug White inquired about causes to increase or decrease sludge.

After no further discussion, the motion passed with a vote of 5-0.

**Discussion and possible awarding of the 2023 Polyaluminum Chloride contract.**

Mr. Bashore brought before the Board for consideration to award the 2023 Polyaluminum Chloride contract. Mr. Bashore announced that the bids were opened on December 13, 2022 on PennBid, and there was only one bid from the current provider for this product to the Township, Univar Solutions Inc. Mr. Bashore commented that the per gallon price represents a \$0.6785 price per gallon increase compared to the Township's 2022 pricing.

Mr. Hellmann asked about the percent the bid had increased or decreased from last year. Mr. Moffa commented that it was approximately 20-30%, and noted they would contact the other interested entities that did not provide a bid for explanations.

Ms. Smith made a motion to award Univar Solutions Inc. the 2023 Polyaluminum Chloride contract, and Mr. Hellmann seconded the motion.

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

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

There being no further discussion, the motion passed by a vote of 5-0.

### **Reports for the month of November 2022:**

#### **Police Report presented Chief Michael Carroll.**

Police Chief Michael Carroll provided the monthly report for November 2022.

Ms. Smith commented about the apparent increase in alarms from A. Duie Pyle, and Chief Carroll confirmed he believed they got everything corrected.

Mr. Hellmann commented that the Township was looking to increase the fines for false alarms with the intention of curbing behavior. Chief Carroll cautioned against raising the false alarm fines to high which could deter people from having alarm systems.

Mr. Walsh opened the floor to public comment.

Doug White asked if the Police still carry Narcan and if it is still used. Chief Carroll stated that they do.

The Board thanked Chief Carroll for his report.

### **Board of Supervisors' announcements.**

Ms. Smith announced the collection of \$750 dollars for the Chester County Domestic Violence Shelter. Ms. Smith announced attending the West Goshen Township Park and Recreation wreath and center piece workshop and Breakfast with Santa event(s). Ms. Smith announced attending the Fire and EMS Coalition meeting on December 5, 2022 and she shared with the Board the full agenda from the meeting.

Ms. Gagné announced the Tree City, USA sign was up in Community Park and that the other sign was intended for Route 3. Ms. Gagné announced meeting with members from the Sustainability Advisory Committee (SAC) and Staff to discuss alternate Arbor Day locations for 100 tree plantings other than Barker Park. Ms. Gagné announced coordinating with SAC and East Goshen Township on the Sustainability Expo planned for 2023. Ms. Gagné announced meeting Dandelion Digital on December 1, 2022. Ms. Gagné announced her outreach to Natural Lands regarding the Serpentine Barrens at Greystone, and her outreach to Chester County Health Department about mosquito issues at Barker Park. Ms. Gagné announced attendance at the BTUOG on December 12, 2022. Ms. Gagné announced attendance at the West Goshen Parks and Recreation Breakfast with Santa on December 17, 2022.

Mr. Hellmann announced attending the attendance at the BTUOG on December 12, 2022. Mr. Hellmann announced meeting with Chief Carroll on December 19, 2022 for their monthly meeting. Mr. Hellmann noted that at the Planning Commission on December 13, 2022 the members were consensus of support for an overall Zoning Ordinance update.

Mr. Walsh announced the Board Executive sessions held on November 18, 2022 and December 2, 2022 to discuss performance objectives to the Township Manager. Mr. Walsh announced attendance at the NIDMA meeting on December 13, 2022. Mr. Walsh announced attending the attendance at the BTUOG on December 12, 2022. Mr. Walsh announced that the West Goshen Sewer Authority would be considering applying for the Governor's Award for Excellence in 2023.

**Township Manager's announcements.**

Mr. Bashore announced that the Parks and Recreation Director reported that online registration for programs and events will be ready for January 2023. Mr. Bashore announced that the e-newsletter would go out on December 22, 2022. Mr. Bashore announced the Township's application for the PA Small Water & Sewer Grant was submitted on December 16, 2022. Mr. Bashore thanked everyone for a successful 2022, and congratulated Rick Craig for his years of service, stating his final day before retirement is on January 3, 2023.

Mr. Walsh thanked Mr. Craig for his service to the Township, and commented the Mr. Craig would remain as part time staff with the Township for the Greystone project, specifically. Mr. Walsh thanked the staff for a great year.

**Township Engineer's Stormwater announcements and Woodlands at Greystone update.**

Mr. Craig announced that there was no stormwater update to provide but he shared an update from Greystone using the drone footage taken from the day, December 20, 2022. Mr. Craig shared drone footage of progress of construction at Dam 184, Phase 4 section of Gershwin Drive, and future Phase 5 construction areas of the Greystone development.

Mr. Walsh asked about the progress of the dam work through the winter.

Mr. Hellmann asked what remains to be completed by the Developer, aside from the dams, that are overall improvements. Mr. Craig responded that the serpentine barrens are not on target, the significant amount of trail work remaining, and rehab of stone masonry arch bridges which are 2/3 complete.

Ms. Gagné asked about what leverage the Township would have to compel the developer to progress the work on the serpentine barrens and remaining trail work.

Mr. Walsh and Ms. Camp commented that staff coordinating with Natural Lands and the Developer to discuss the outstanding work on the serpentine barrens and trails would be beneficial in the near future. There was a discussion regarding the need to inform the HOA of the responsibility and future obligations they will have regarding dam maintenance.

A resident of the Greystone development asked if there were plans for the Greystone Mansion to be converted to a hotel and she asked for a final timeline of the road dedication.

Mr. White announced that he has extensive images of Greystone prior to development that he would like to share with the Township.

**Zoning Officer's announcements.**

Ms. Jilozian announced that the Zoning Hearing Board held a hearing for the application at the property at 820 E Washington Street on November 28, 2022 and noted the Board would be sharing the decision and order at their next meeting on January 23, 2023 as the applicant granted an extension of the 45-day timeclock until the end of January. Ms. Jilozian announced that the Zoning Hearing Board currently has one application for the property at 220 Garfield Avenue requesting a dimensional variance and the hearing would be held at the January 23, 2023 meeting.



Ms. Jilozian announced that the Zoning Hearing Board denied the request for relief by the applicant at 108 Trever Drive at the November 28, 2022 meeting. Ms. Jilozian brought forth a Planning and Zoning Memo prepared in response to the requests from the Applicant's attorney from 108 Trevor Drive and Board members of the consideration for a zoning amendment to projections into required yards, specifically reducing the setback for the R3-C Zoning District from 15 feet to 10 feet.

After a general discussion, there was a consensus from the Board that they would like to provide the R3-C Zoning District residents the opportunity to provide comments on a potential decrease in the required setback for projections into required yards, which primarily consist of patios and decks.

Mr. Bashore suggested that the Township could send a letter to all residents of the R3-C Zoning District to gather their opinion.

Mr. Walsh opened the floor to comments from the public.

A resident of Goshen Walk located on Veronica Road commented that it appeared there were many encroaching properties and nonconforming uses, and asked if the Township could provide an analysis of the existing nonconforming uses on in the R3-C Zoning District.

Michael McNabb asked how many of the homes in the R3-C were new construction and he also commented that a 6-foot privacy fence would surround the development at Goshen Walk, preventing neighbors from viewing the decks and patios from neighboring properties.

A West Goshen Resident located in Goshen Walk development commented that it appeared most of the R3-C zoning have nonconformities.

Mr. Walsh commented that the R3-C zoning conversation before Goshen Walk was developed was contentious, and development was not seen favorably by neighboring residents, and the Board would want hear from the full community about whether or not they will oppose the potential amendment.

**Approval of Board of Supervisors meeting minutes of November 15, 2022 and December 6, 2022**

Mr. Walsh brought forth the Board of Supervisors meeting minutes of November 15, 2022 and December 6, 2022, and asked if the inquiry about algae at the Idlewild Basin had been investigated.

Ms. Gagné made a motion to approve the minutes of November 15, 2022 and December 6, 2022 and Ms. Smith seconded the motion.

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

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

There being no further discussion, the motion approving the minutes passed by a vote of 5-0.

**Approval of Treasurer's Report dated November 30, 2022, 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. Walsh made a motion to approve the Treasurer's Report dated November 30, 2022, 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. Stuntebeck seconded the motion.

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

Ms. Smith commented that the SPCA Bill appeared high and she questioned the PA Chiefs membership.

Mr. Hellmann commented that he was not aware the Township rented the Lambert Park ball field from the West Chester Area School District, and asked who maintains the field. Mr. Woodward commented that the School District maintains the field.

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

There being no further discussion, the motion passed by a vote of 5-0.

**Adjourn**

There being no further business, on motion by Mr. Hellmann, seconded by Mr. Walsh, and passed by a vote of 5-0, the meeting adjourned at 8:38 p.m.

Respectfully submitted,



Jaime Jilozian  
Assistant Township Secretary

DRAFT