

**WEST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
July 6, 2023**

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
Chief Michael Carroll, Chief of Police
Ms. Kristin Camp, Esq., Township Solicitor
Mr. Bryan Kulakowsky, P.E., Township Engineer
Mr. David Woodward, Director of Public Works
Mr. Kenneth Lehr, Park & Recreation Director
Ms. Jennifer Polonoli, Ex. Asst. to the Twp. Manager

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 Thursday, July 6, 2023.

This meeting was advertised in The Daily Local News on December 19, 2022.

This meeting agenda was posted on the West Goshen Township website and at the Township Building on Friday, June 30, 2023.

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

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

Public Comment.

Mr. Walsh opened the floor to items of Public Comment not on the agenda. There were no comments from the public.

Discussion regarding the West Goshen Township Park & Recreation Department's Summer Recreation Program.

Mr. Walsh stated that recently, the Township has received an inquiry regarding the ability for non-resident children to pay the same fee as resident children if the child attends a school in West Goshen Township. The resident is requesting that their child be able to pay the same fee as their school mates. Mr. Walsh stated that the question before the Board is whether or not the cost on non-residents is overly burdensome and if any changes needed to be made to how the Summer Camp Program is run.

Mr. Bashore states that he, Kenneth Lehr, Park & Recreation Director, and Tom Steines, Assistant Park & Recreation Director, conducted research on the topic as requested pertaining to the following:

- Total revenue received from participants, broken down by resident vs. non-resident.
- Total cost of running the camps, and hence subsidy by the Township.
- Of the non-resident children attending, do we know how many go to a school in West Goshen Township?

Mr. Bashore presented the following as it pertains to the Township's Summer Camp Program:

- The total expenditures for running the program in 2022 was approximately \$106,000. The total fee revenue received was \$65,500. As such, the Township subsidizes approximately 40% of the cost of the program. Please be advised that the goal is to have the program subsidized by no more than 50% by the Township.

- The current fee structure for residents is \$200 for the first child, \$150 for the second child, and \$100 for the third child. Non-residents pay a flat fee of \$300 per child. This covers the entire eight (8) week program. For comparison, East Goshen Township charges \$110 per week for residents and \$120 per week for non-residents. This equates to \$880 for residents and \$960 for non-residents for an eight (8) program.
- There are 320 children participating in the Township's 2023 Summer Camp Program. This breaks down to 272 resident children and 48 non-resident children (approximately 15%). The revenue breakdown for resident children is \$50,650 and \$14,400 for non-resident children. For residents, the per child fee breakdown for 2023 is as follows:
 - 1st Child – 159 kids x \$200 = \$31,800
 - 2nd Child – 91 x \$150 = \$13,650
 - 3rd Child – 22 x \$100 = \$2,200

Mr. Bashore stated that the Township does not collect data on the schools campers attend and noted that there are three (3) elementary schools in the West Chester Area School District located in the Township.

Mr. Walsh asks if the East Goshen Township Summer Camp Program is similar in length per day. Mr. Lehr answers that East Goshen Township's program mirrors West Goshen Township's program as it is half a day, in the morning hours. Mr. Bashore discussed the program fees for East Goshen Township.

Mr. Bashore noted that the research that they did only includes the Summer Camp Program and does not include the sports camps.

Mr. Walsh asks when this fee structure last evaluated for the Summer Camp Program. Mr. Lehr stated that the fees were last evaluated 15 years ago.

Mr. Hellmann states that at this time West Goshen Township has 320 children participating in summer camps and asked about the total capacity of the Summer Camp Program. Mr. Lehr outlined the capacity at each park as follows: 110 at Coopersmith Park, 110 at Barker Park, 150 at West Goshen Community Park, and 50 for the teen program at Lambert Park, for a total capacity of 420. Mr. Lehr noted that the capacity is capped off depending on how many counselors that they are able to hire, which has been difficult in recent years. Mr. Lehr outlined adjustments that have been made to the capacity at each location to address the staffing shortages. Mr. Lehr stated there are about 50 vacancies and they are probably all in the teen program, noting that the Township could probably handle more people than there is actual demand for.

Mr. Hellmann asks if it costs more for the Township to run the programs if they are not at capacity. Mr. Lehr stated that Coopersmith and West Goshen Community Parks are at capacity and if there were more children signed up we would need to hire more counselors which would be offset by the fees the Township would get from the families that sign the children up for the programs. Mr. Hellmann stated that it is the Board's job to represent the residents of West Goshen Township and asked if the residents of West Goshen Township have the first opportunities to register for camps. Mr. Lehr stated that they do and that the residents of West Goshen Township can begin to register one week prior to non-residents, noting that during the 2023 summer registration, Coopersmith Park filled in 12 minutes and West Goshen Community Park also filled up in that one-week period. Mr. Lehr noted that there is a waiting list for non-residents for West Goshen Community Park and that every year, people sign their children up for programs and end up canceling their spots for various reasons. Mr. Hellmann asked if the issue is disparity in the fee amount for residents compared to non-residents or if it creates a financial hardship. Mr. Lehr stated that he believes the item at question is the fee amount. Mr. Hellmann asked if there ever was an issue with a West Goshen Township resident not being able to pay the fee and if there is there a way to address that. Mr. Lehr stated that there was through the Friends of West Goshen Parks and outlined how someone would apply for assistance.

Ms. Smith asked if other complaints of this nature have been received in the past. Mr. Lehr stated that this is the first that he is aware of.

Mr. Walsh asks if there are any comments from the public on this topic.

Nate Wolman, resident of West Goshen Township, asked what the age range is for participants in the teen program. Mr. Lehr stated that participants in the teen program are between 13-15 years old.

Mr. Walsh asked the Board if they believe that the way things are now is fair and equitable or should there be any changes going forward. Ms. Smith stated that she believes that the way the program is administered is fair and that the fees are reasonable. Mr. Walsh asked about how similar programs are run in neighboring communities in Chester County. Mr. Lehr discussed the programs he is familiar with in East Goshen Township, Willistown Township, and West Chester Borough.

Mr. Hellmann stated that he agreed with Ms. Smith and does not believe there is a problem here that needs to be solved, but would be open to any suggestions in the future.

The Board agreed with maintaining the current structure of the Township's Summer Camp Program. Mr. Walsh stated that he would respond to the individual who contacted the Township regarding this matter.

The Board thanked Mr. Lehr for the information provided.

Presentation from the West Goshen Township Sustainability Advisory Committee on a Tree Plan for West Goshen Township and possible approval.

Mr. Walsh stated that before the Board this evening is a presentation from the Sustainability Advisory Committee (SAC) regarding a Tree Plan for Street Trees and Township Trees. Mr. Walsh stated that, the Board of Supervisors adopted Ordinance No. 15-2021 on December 21, 2021 establishing creating Chapter 74A, which outlined criteria pertaining to trees on municipal property and in the Township right-of-way. As part of this chapter, a tree plan was to be developed and approved by the Board (section 74A-3).

Henry Alexander, Chair of the SAC, present the proposed Tree Plan on behalf of the SAC and noted the work of Dr. Melanie Vile, Vice-Chair of the SAC, and Susan Charkes, Member of the SAC, on their efforts. Mr. Alexander stated that a Tree Plan is also a requirement of the Township's Tree City USA designation. Mr. Alexander noted that this plan was recently presented to the Park and Recreation Board and it is before the Board of Supervisors this evening for final approval. Mr. Alexander discussed the aspects of the plan, noting that the primary focus was on the tree canopy coverage in the Township's parks and the desire to have a greater coverage throughout the parks and the Township, with the goal is 40% coverage in each Township park. Mr. Alexander stated that Melanie Vile and her students prepared the tree canopy study information included in the report and the information was gathered for 12 of the Township's 13 parks. Mr. Alexander noted that South Concord Park was not included.

Ms. Smith asked about the meaning of the second largest land use category indication. Mr. Henry stated that this represents predominantly grass coverage.

Mr. Hellmann stated that planting more trees near the skate park and the dog park and meadow park may not be the best course of action. Ms. Gagné stated that she believes that trees are much needed in these areas due to a large area of impervious coverage there, as well as it being hot and very populated.

Mr. Hellmann asked about the timeline for achieving the 40% tree coverage goal. Mr. Alexander discussed the ongoing planting efforts of the SAC and that this would be achieved over time.

Ms. Gagné asked if the data was collected using drones. Mr. Bashore stated that he believed drones were used, as well as GIS. Ms. Gagné stated that she thinks that we will be able to predict the canopy coverage based on GIS. Ms. Smith noted that only six (6) parks do not meet the goal of 40% coverage.

Mr. Walsh asked how the Township would be able to design for the coverage that is needed to be added to parks. Mr. Bashore stated this could be incorporated in to the planning effort for the Township's park system and noted that a member of the SAC would be part of that task force.

Mr. Walsh asked if there were any comments from the public on the Tree Plan.

Nate Wolman, a resident of West Goshen Township, asked why South Concord park is not included in the study. Mr. Hellmann stated that the Tree Plan notes that S. Concord Park will be assessed and added to the list.

Ms. Smith asked why street trees were not included in the analysis. Mr. Alexander stated that assessment was only for the Township's park system at this time.

Mr. Walsh made a motion approve the 2023 Tree Plan for West Goshen Township. Ms. Smith seconded the motion.

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

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

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

Presentation from Christopher Peterson, P.E. of Carroll Engineering Corporation and Kerstin Herzek, P.E. from Keystone Engineering Group regarding the plan for the infrastructure for expanded electric vehicle charging stations and possible authorization to bid the project.

Mr. Walsh stated that Before the Board of Supervisors this evening is a presentation from Christopher Peterson, P.E. of Carroll Engineering Corporation and Kerstin Herzek, P.E. from Keystone Engineering Group regarding the expansion of the necessary infrastructure to accommodate additional electric vehicle (EV) charging stations. Mr. Walsh stated that the Board approved a proposal from Carroll Engineering Corporation on February 21, 2023 to prepare the plan for construction, administer project bidding, and oversee construction administration. The cost for bidding and construction services included in the approved proposal was \$24,750. Mr. Walsh outlined that this is viewed as a phased project at this time and there is an opportunity to replace conventional vehicles with EV and the proposal outlined the desire to accommodate those vehicles. Mr. Walsh noted that the project focus on Level 2 chargers and Level 3 chargers could be added in the future.

Mr. Peterson provided an overview of the plan that was completed and reviewed the scope of work for the project, noting that the plans contained herein detail the installation of the conduits required for the ultimate build-out of the electric vehicle charging stations for Buildings A, B, and C at the West Goshen Municipal Complex and the current configuration includes the following:

- **Building A:** Five (5) conduit stubs to accommodate the future installation of a Dual-Port Level 2 commercial charging station (Pedestal Mount)
- **Building B:** Two (2) Dual Port Level 2 commercial charging stations (Pedestal Mount) to be installed at this time, and one (1) stub up for the future installation of a dual-port charging station.
- **Building C:** One (1) Dual Port Level 2 commercial charging station (Wall Mounted in interior garage bay) to be installed at this time, and two (2) conduit stubs for future installation of dual-port charging stations.

The project includes installing conduits with pull strings at the appropriate locations for future chargers with the flexibility to accommodate different manufacturers' equipment. Details include adequate sizing of the conduit for future cable installation, routing the conduit to the appropriate electrical panel location in each respective building, and provisions for a load management system as each charging station is installed and brought online. Mr. Peterson noted that the plan outlines what could be done at this time with the electricity capacity at this time. Ms. Herzak outlined how the charging stations would be mounted when completed.

Mr. Walsh asked about how the conduit would be run. Ms. Herzak stated that it will be an individual conduit to each bollard and outlined the requirements of the National Electric Code and how this was incorporated in the design. Ms. Herzak noted that it would be cost prohibitive to complete a dual conduit run and the individual conduit run would be a better option.

Ms. Smith asked if the ambient correction factor was per line or total. Ms. Herzak stated that it would be per line and discussed the methodology used to complete it based on the current design.

Mr. Hellmann discussed the opinion of probable cost and the type of conduit that would be utilized for the project. Ms. Herzak stated that she needed to review this further, but she believes it would be for rigid metal conduit. Ms. Herzak stated that this is outlined in the specification document for the project. Mr. Hellmann asked for the rationale in using rigid metal conduit over PVC. Ms. Herzak stated that this is preferred for above ground applications and noted that analysis completed for each building in the plan, as well as safety considerations.

Mr. Walsh asked if the capability of this project will allow up to 22 EVs to charge. Ms. Herzak stated that it would. Mr. Walsh asked if it would be feasible for 22 EVs to charge overnight without impacting the study. Ms. Herzak stated that it would be.

Ms. Smith asked if the generators are able to handle this much electricity if the power goes out. Ms. Herzak stated that it should be and anticipates that majority of the loads will be during the overnight hours.

Mr. Hellmann asked about the load management system and noted that it is not outlined on the plans. Ms. Herzak stated that she does not believe this is necessary at this time, but will be in future phases.

Mr. Hellmann noted that this project will be subject to the Township's Responsible Contractors Ordinance.

Mr. Walsh made a motion to authorize the bidding of the project to expand the necessary infrastructure for additional electric vehicle charging stations at the West Goshen Township Municipal Complex. Mr. Hellmann seconded the motion.

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

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

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

Continued discussion regarding the installation of a solar energy array on the West Goshen Township Public Works Department facility (Building "D").

Mr. Bashore stated that before the Board this evening is continued discussion regarding the proposed installation of a solar energy array on the Township's Public Works building (building "D"). The Township engaged with Carroll Engineering Corporation to have a structural analysis completed on the roof of the Public Works building. The report indicated that the roof is capable of supporting the proposed array. He contacted Solar Renewable Energy, LLC (SRE) to understand the next steps in this process. SRE outlined two (2) options for the Township's consideration:

- Financing the project as would be done typically with a construction project.
- Engaging in a Power Services Agreement (PSA), which would essentially operate in a similar fashion to a lease on the equipment.

Mr. Bashore stated that the Board requested the following information as part of the evaluation:

- Review other possible vendors through COSTARS to provide this kind of service.
- Speak with representatives from Lower Allen Township and East Pennsboro Township regarding their experience with SRE.
- Contact the Township's property and liability insurance carrier regarding additional coverage for a solar energy array.
- Speak with the Township Finance Director regarding a budgetary supplement in the Capital Reserve Fund for the project.

Mr. Bashore outlined the responses to the action items from the Board.

- **Review of other COSTARS Vendors**

Mr. Bashore stated that a review of COSTARS indicates that SRE is only approved vendor for this service through COSTARS. Mr. Bashore stated that Dave Woodward, Public Works Director, researched another cooperative purchasing program, the Township works with, Sourcewell, to see if they had options available. Mr. Woodward's research indicated that there are not. As such, if the Township were to use COSTARS, SRE is the only approved vendor. Mr. Bashore stated that the Board could have them follow certain requirements that they would otherwise not be subject to due to the COSTARS process.

- **Speak with Lower Allen and East Pennsboro Townships regarding experience with SRE**

Mr. Bashore stated that he has not spoken with East Pennsboro Townships yet. Mr. Bashore stated that he spoke with Lower Allen Township and reviewed that discussion. Mr. Bashore stated that he spoke with representatives from Phoenixville Borough and West Whiteland Township regarding their experiences with solar energy arrays. West Whiteland Township is still in the initial planning phases of their project. Phoenixville Borough completed a solar energy array installation project in 2018 for their Public Works facility and chose to purchase their system directly. The reason behind this decision was they did not wish to be locked into a company for an extended period of time due to changes in technology. Mr. Bashore stated that Phoenixville's Borough Manager, Jean Krack, provided additional information pertaining to PSAs.

- **Speak with the Township's Property & Liability Insurance Provider Regarding Additional Coverage that may be needed**

Mr. Bashore stated that he spoke with the Township's property and liability insurance carrier regarding the addition of a solar energy array to the Public Works building. The addition of a \$500,000 array would impact the Township's insurance by adding an additional \$2,500 in annual premium costs. Additionally, they recommended that the Township consider obtaining a Builders Risk policy in order to provide broader coverage for materials, labor, and the cost of installation. They indicated that the Township could obtain this or it could be made part of the contract with the vendor.

- **Speak with the Township Finance Director regarding a budgetary supplement in the Capital Reserve Fund for the project**

Mr. Bashore stated that the Board allocated \$200,000 in the 2023 budget in the Capital Reserve Fund for work related to the electrical study that was completed in 2022 (line item #30409-60670). However, this was primarily envisioned to cover the build-out of the infrastructure to install additional electric vehicle charging stations and associated engineering work. To date, \$14,454.21 has been spent of this allocation, all for engineering. Under section 3202(e) of the PA Second Class Township Code, the Board may make supplemental appropriations to the budget. Mr. Bashore stated that earlier this evening, the Board discussed the project to build out the necessary infrastructure for additional electric vehicle charging stations. The estimate of probable cost for that project is \$259,142.96. As such, this allocation would already be overbudget by an estimated \$73,597.17. Based on an estimated cost of \$500,000 based on the information provided by SRE, the budget supplement to the Capital Reserve Fund is estimated to be \$573,597.17. However, the Township would not know the full impact until bids for these projects are received.

Mr. Bashore stated that in reviewing this matter, if the Board desires to proceed forward with the installation of a solar energy array on the Public Works building, then he believes that the options before the Board to consider are to either utilize SRE through the COSTARS program or bid the project out through the normal bidding process and whether or not to purchase the equipment outright or pursue a PSA. Mr. Bashore stated that he believes that the Township should purchase the system outright based on his research.

Mr. Walsh discussed the projected cost for the solar array and estimated that the cost would be higher if the Township built the system directly, but the Township would be eligible for the 30% construction credit through the Inflation Reduction Act. Mr. Walsh outlined the cash flow analysis provided by SRE. Mr. Bashore outlined his understanding of the credit available under the Inflation Reduction Act. Mr. Bashore stated that the full budgetary supplement may not be known until a determination is made until the bid results for certain projects are obtained.

Mr. Walsh asked if the Board was in support of the Township owning the system outright. The Board agreed with owning the system outright and not pursuing a PSA.

Kerstin Herzak, P.E., stated that there are other contractors that can do this type of work and discussed an example from Lansdale Borough in Montgomery County.

Mr. Walsh asked if the Board desired to bid the project out or utilize SRE through the COSTARS program. Ms. Smith stated that she would prefer to bid and that the Township could invite SRE to submit a bid. Mr. Hellmann agreed. Mr. Walsh stated that the Township will need a proposal for preparing bid specifications and handling construction administration. The Board determined that the Township should obtain proposals from both Carroll Engineering Corporation and HRG, Inc. to compare pricing for this work.

The Board discussed the inclusion of the requirements in the Township's Responsible Contractor Ordinance for this type of project. Ms. Camp stated that West Chester Borough is also going through this process and has prepared information that may be included for the Township's use. Mr. Walsh discussed the experience of the West Goshen Township Sewer Authority with these regulations.

Mr. Walsh stated that the bid documents should require performance guarantees for the system.

Mr. Bashore summarized the Board's discussion, not that the Township would purchase the system outright and that prices would be obtained from Carroll Engineering Corporation and HRG, Inc. for design build and for construction oversight. Mr. Bashore stated that the proposals will be presented to the Board for consideration at the August 15, 2023 meeting.

Mr. Walsh asked if there were any comments from the public on this matter.

Henry Alexander, resident of West Goshen Township, commended the Township for its work to transition its operations toward renewable energy.

No action was taken.

Discussion and possible authorization to issue a Request for Proposal for the development of a Park, Recreation, and Open Space Plan for West Goshen Township.

Mr. Bashore stated that before the Board of Supervisors this evening is consideration to authorize the issuance of a Request for Proposal (RFP) for the development of a Park, Recreation, and Open Space Plan for West Goshen Township. As the Board is aware, the Township was recently awarded a Vision Partnership Program Grant from the Chester County Planning Commission for the development of a Park, Recreation, and Open Space Plan. This document is intended to serve as an amendment to the Township's 2019 Comprehensive Plan and will assist in guiding capital investment in the Township's park system. The draft RFP before the Board was crafted to mirror the information contained within the Township's grant application and was reviewed by the Chester County Planning Commission, who found it in compliance with the grant requirements.

Mr. Bashore outlined the proposed timing and process as follows:

- Issue the RFP the week of July 10, 2023.
- Responses would be due by August 18, 2023.
- Awarding would be targeted for November 21, 2023.

Mr. Bashore stated that he and Mr. Lehr would complete the initial review of the responses to ensure compliance and recommended that the Park & Recreation be the body to recommend a consultant to the Township.

Ms. Smith recommended that flooding and drainage be included as part of the existing conditions analysis. Mr. Bashore noted that this is already included.

Mr. Walsh reviewed the proposed timeline and discussed the projects outlined for West Goshen Community Park. Mr. Walsh recommended including the projects for West Goshen Community Park as part of the analysis. Mr. Bashore stated that he would include this in the RFP. Ms. Gagné asked how this may impact the responses received. Mr. Bashore stated that he does not believe that this would have a significant impact. Mr. Bashore noted that a fair amount of the information for these projects were included in other grant applications.

Mr. Walsh stated that the Tree Plan approved this evening should be incorporated. Mr. Bashore stated that he will outline this in the RFP.

Mr. Hellmann stated that the park in the Woodlands at Greystone should also be included in this effort since it will be dedicated in the future.

Mr. Bashore noted Mr. Lehr's assistance in crafting the RFP and thanked him for his efforts.

Mr. Hellmann made a motion to authorize the issuance of a Request for Proposal for the development of a Park, Recreation, and Open Space Plan for West Goshen Township. Ms. Gagné seconded the motion.

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

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

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

Continued discussion and possible approval of a proposal for the preparation of a subdivision plan for 315 Powell Lane.

Mr. Bashore stated that before the Board of Supervisors this evening is continued discussion regarding the preparation of a subdivision plan for 315 Powell Lane. By way of background information, there is an existing footpath that connects Powell Lane to Coopersmith Park and the purpose of this subdivision plan would be to create an independent parcel that would maintained by the Township for this footpath. The Township spoken with the property owner, who is amendable to this proposal.

Mr. Bashore stated that this matter was previously discussed at the June 20, 2023 meeting where a proposal from Carroll Engineering Corporation was reviewed. The Board requested a competing proposal as part of the evaluation process. Township staff contacted HRG, Inc. to provide a second proposal for the Board's consideration. Mr. Bashore stated that the proposed cost form HRG, Inc. is \$7,900.00 and this does not include monuments, which would be an additional cost of \$250.00 each.

Mr. Walsh asked for clarification on this being an independent parcel. Mr. Bashore stated that this would be a parcel that would be merged with Coopersmith Park.

Ms. Gagné asked for clarification on the monuments that would be installed. Mr. Bashore stated that these are to designate property boundaries.

Mr. Hellmann asked if the scope of work would be the same. Mr. Bashore stated that Bryan Kulakowsky, P.E., Township Engineer, reviewed this prior to going on vacation and he indicated they were comparable.

Mr. Walsh asked for an update on the discussion with the property owner regarding the appraised value. Mr. Bashore stated that liability and privacy appear to be of greater concern than the actual price of the parcel. Ms. Camp recommended that the work not begin until an Agreement of Sale is reached with the property owner. The Board agreed with this recommendation.

Ms. Smith stated that the price difference between the two (2) proposals received is approximately \$3,250, including the installation of monuments.

Mr. Hellmann made a motion the motion to approve a proposal for the preparation of a subdivision plan for 315 Powell Lane from HRG, Inc., conditioned on reaching an Agreement of Sale with the property owner. Ms. Smith seconded the motion.

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

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

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

Discussion and possible awarding of bids for the following surplus equipment/vehicles with West Goshen Township:

- **2009 Caterpillar Skid Steer Loader**
- **2016 Ford Interceptor Sedan**

Mr. Bashore stated that before the Board of Supervisors this evening is consideration to award the bids for the following surplus equipment/vehicles owned by West Goshen Township. The vehicles authorized for sale were as follows:

- 2009 Caterpillar Skid Steer Loader

- 2016 Ford Interceptor Sedan

Mr. Bashore stated that the bids were advertised on Municibid from June 8, 2023 to June 29, 2023, with public inspections held on June 20, 2023 and June 27, 2023. The bid results were as follows:

- 2009 Caterpillar Skid Steer Loader
 - Winner Bidder – Justin O'Connor
 - Bid amount – \$40,100
 - Bids received – 157
- 2016 Ford Interceptor Sedan
 - Winner Bidder – Michael McGlynn
 - Bid amount – \$3,200
 - Bids received – 3

Mr. Bashore noted the following as it pertains to the bid results:

- The winning bid for the skid steer loader is \$3,100 more than the trade-in that was offered at the time the new skid steer loader was purchased.
- The winning bid for the Ford Interceptor Sedan is less than half of the winning bid that was received when this vehicle was bid out previously. This may be attributed to the water pump issue and a lack of a valid inspection on the vehicle.

Mr. Walsh asked if the winning bidder for the Skid Steer Loader was from a company or an independent individual. Mr. Bashore stated that he was unsure.

Mr. Walsh made a motion to award the bid for the 2009 Caterpillar Skid Steer Loader to Justin O'Connor in the amount of \$40,100 and the 2016 Ford Interceptor Sedan to Michael McGlynn in the amount of \$3,200. Ms. Gagné seconded the motion.

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

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

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

Discussion regarding the sale of the current Inspire 1 Drone owned by West Goshen Township.

Mr. Bashore stated that before the Board of Supervisors this evening is discussion and consideration to sell the Inspire 1 Drone currently owned by West Goshen Township. In the 2023 Budget, the Township allocated funds for the purchase of a new drone for the Engineering Department. The new drone has been received and is in the Township's possession. Mr. Bashore stated that an offer to purchase the existing drone was received from the West Brandywine Township Police Department in the amount of \$1,000. Mr. Bashore stated that he and the Township Engineer, Bryan Kulakowsky, P.E., reviewed similar used drones for sale, the price range is between \$479 and \$1,750, with an average price of \$978.60. Mr. Bashore noted that the one (1) comparable model at \$1,750 appears to be an outlier.

Mr. Bashore stated that pursuant to the PA Second Class Township Code, there are two (2) options for the Board to consider with this piece of equipment:

- As has been done in the past, the Township could advertise the drone for sale through the normal bidding process on Municibid.
- The Board could accept the offer from the West Brandywine Township Police Department. Pursuant to section 1504(c)(2)(i) of the PA Second Class Township Code, a piece of equipment may be sold to another municipality without the bidding process.

Mr. Walsh noted an e-mail received from Margie Swart regarding this matter.

Ms. Gagné asked if the Township would have to accept the bids if they came back lower than the offer from West Brandywine Township. Mr. Bashore stated that the Township would not. Ms. Gagné asked about costs to the Township. Mr. Bashore stated that the Township would need to run a legal advertisement, which would approximately \$200 to \$250, but there is no cost to host the bid on Municibid.

Mr. Walsh asked if West Brandywine Township currently owns a drone. Mr. Bashore stated that it is his understanding that they do not.

Ms. Gagné asked if the drone is working. Mr. Bashore stated that it works, but it does not currently meet the Township's needs since the software is no longer supported. Ms. Gagné asked if it would receive significant interest on Municibid. Mr. Bashore stated that he does not believe that the drone is worth as much as some others believe due to the technology being outdated and the software being obsolete. Mr. Bashore noted that rapid changes in technology also impacting the value.

Mr. Walsh made a motion to authorize the sale of West Goshen Township's Inspire 1 Drone to West Brandywine Township in the amount of \$1,000.00. Mr. Hellmann seconded the motion.

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

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

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

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.

Ms. Smith asked about the costs for magnetite outlined in the Sewer Fund. Mr. Woodward stated that he believes it is paid per quarterly.

Ms. Gagné asked if the cost of the bands are covered by sponsors. Mr. Lehr stated that the Township does have sponsors, but they do not cover the costs of the band completely, but they do help offset the cost.

Ms. Smith asked what the blood testing kits are used for. Mr. Bashore stated that they are utilized by the Police Department.

Ms. Gagné asked if there is drug testing done for Township employees. Mr. Bashore stated that there is drug testing for CDL drivers done randomly each quarter.

Mr. Walsh 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. Smith seconded the motion.

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

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

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

Adjourn

At 7:58 p.m., Ms. Gagné made a motion to adjourn the meeting. Mr. Walsh seconded the motion. There being no further discussion, the motion adjourning the meeting passed by a vote of 5-0.

Respectfully submitted,

Christopher Bashore
Township Secretary