

**WEST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
October 3, 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
Ms. Kristin Camp, Esq., Township Solicitor
Mr. Bryan Kulakowsky, P.E., Township Engineer
Mr. Mark Bertolami, Street Supervisor
Mr. Michael Moffa, Sewer Supervisor
Ms. Jennifer Polonoli, Ex. Asst. to 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 Tuesday, October 3, 2023.

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

The meeting agenda was posted on the West Goshen Township website and at the Township Building on Friday, September 29, 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

Doug White, resident of West Goshen Township, asked if there would be meetings pertaining to the budget. Mr. Walsh stated that it would be and noted that the Board and staff are still in the beginning stages of the 2024 budget process. Mr. White asked if the information on the budget could be projected when it is discussed. Mr. Bashore stated that this would be done.

Margie Swart, resident of West Goshen Township, asked about a meeting with employees that occurred on September 19, 2023 to announce the conclusion of an internal investigation that took place. Ms. Swart asked when the results of this investigation would be made public. Mr. Walsh stated that a determination on how to present this information has not been made. Ms. Swart presented a copy of Resolution No. 16-2015 to the Board regarding the Township's Non-Uniform Personnel Policy and noted a section in that resolution that she believes should be revisited.

Ms. Swart requested that an updated organizational chart be posted on the Township website.

Ms. Swart discussed the escrow for the Woodlands at Greystone, noting that a document received through a Right-to-Know request indicates that the work pertaining to the park is completed.

Ms. Swart asked if there has been a change in the individual in the position of Parks Superintendent for the Township, noting that the individual in the position currently was not in attendance at the September 19, 2023 Board meeting where the Township's capital plan was discussed. Mr. Walsh stated that the Parks Superintendent is still the same individual, but she was unable to attend the September 19, 2023 meeting.

Presentation on upgrades to wayfinding signage in West Goshen Township from Chester County Tourism.

Susan Hamley, Executive Director of Chest County Tourism, appeared before the Board in order to discuss proposed updates to the wayfinding signage in the Township. Ms. Hamley stated that the current signage is out of compliance with the regulations from the PA Department of Transportation (PennDOT).

John Bosio from Merje was also in attendance to discuss the proposed updates. Mr. Bosio confirmed that there would be no cost to the Township to participate in this program, noting that the work is being funded through the tourism bureau and grants from PennDOT. Mr. Bosio stated that in order to implement the program, PennDOT requires a resolution from the participant communities where the signs will be located. Mr. Bosio reviewed the new design, how these will benefit the area, and outlined that PennDOT requires the municipality to sign the Signing District application. Mr. Bosio noted that they are presenting this information to each participant municipality. Mr. Bosio stated that the signs are maintained by Chester County Tourism, who also carries insurance on them in the event of an incident.

Ms. Hamley requested that the Board consider becoming a Signing District and executing the delegation agreement.

Mr. Hellmann requested assurance that there will be no cost to the Township for participating in the program and asked about the Delegation Agreement. Ms. Hamley stated that she will provide that to the Township for review.

Ms. Gagné stated that she believes that this is a great project.

Ms. Smith asked about the timeframe for completion. Ms. Hamley stated that they are awaiting approval from PennDOT, but hopes to have the signs fabricated and installed by March 2024.

Mr. Walsh reviewed the proposed signs and noted ones that he believes should be reconsidered or potentially removed. Mr. Bosio stated that PennDOT requires the signing district to replace what currently exists. Mr. Walsh asks why it appears that the current signs have not been maintained to the standards they are promising to maintain in the future. Mr. Bosio stated that once it was determined that the signs needed to be replaced, they discontinued caring for them. Mr. Bosio noted that this project has been in motion since before the pandemic.

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

Steve Crum, resident of West Goshen Township, asked if they would be able to add more attractions to these signs. Mr. Bosio stated that they will.

Doug White, resident of West Goshen Township, asked if there were plans to install historical markers. Mr. Bosio stated that there are not.

Margie Swart, resident of West Goshen Township, asked if the signs in the PennDOT right-of-way will be required to be maintained by PennDOT. Mr. Bosio stated that they will not be and the signing district agreement shifts the maintenance responsibilities to the district since they are part of the overall program.

Mr. Walsh asked if there was any member of the Board opposed to becoming a Signing District. No objections were noted. Mr. Walsh stated that the Board would like to have the Township Solicitor review the entire agreement package prior to voting on the agreements. Ms. Camp stated that she would like to review the agreements, but believes it will be a quick process.

Mr. Walsh asked how Chester County Tourism is funded. Ms. Hamley stated that they are funded solely through taxes on hotels.

The Board thanked Ms. Hamley and Mr. Bosio for their presentation. No action was taken.

Discussion and possible approval of the following items associated with the Matlack Street Culvert Rehabilitation Project:

- **Easement Agreement with 897 S. Matlack Street**
- **Easement Agreement with 890 S. Matlack Street**
- **Proposal from National Gunite for the Matlack Street Culvert Rehabilitation Project.**

Mr. Bashore stated that Before the Board of Supervisors this evening are two (2) easement agreements and a proposal from National Gunite for the Matlack Street Culvert Rehabilitation Project. Mr. Bashore stated that the Township's 2023 budget allocated \$397,000 in the Capital Reserve Fund (line item #30438-30270) for the replacement or lining of the culvert in Matlack Street. As opposed to a full culvert replacement, Mark Bertolami, Streets Superintendent, evaluated the possibility of lining this area. The proposal from National Gunite outlines a full circumference rehabilitation using the same method that will be utilized for the repair being undertaken on Locksley Road. Mr. Bashore stated that the proposal includes cleaning of the existing pipe. The total proposal amount is \$59,662 and National Gunite is a COSTARS vendor. Mr. Bashore stated that the easement agreements would grant the Township permanent easements for the project at 890 and 897 S. Matlack Street. The easement agreements have been signed by the respective property owners.

Ms. Camp stated that she has reviewed the proposal and outlined certain changes that needed to be incorporated. Ms. Camp noted that the changes involved the staging of equipment and the ability to file liens for nonpayment. Mr. Bashore stated that National Gunite has agreed to remove this language.

Mr. Hellmann asked about the process that would be used for the project. Mr. Bertolami outlined the rehabilitation process, noting that wire mesh will be installed in the concrete to line the existing metal pipe. Mr. Bertolami stated that the company provided a 50- to 75-year life expectancy for the work. Mr. Hellmann asked about the duration of the project. Mr. Bertolami stated that the estimated completion for both this project and the approved project on Locksley Drive will be approximately three (3) weeks. Mr. Hellmann asked if there were any safety concerns or road closures that would be necessary. Mr. Bertolami stated that he does not believe that any road closures will be necessary at this time.

Mr. Walsh stated that based on a review of the plan, he does not believe that a road closure can be avoided. Mr. Walsh asked if the equipment will allow the contractor to enter from one side and complete the project. Mr. Bertolami stated that they should be able to access everything from the one side of the pipe and he hopes that road closures can be avoided, but that will be evaluated as the project moves along. Mr. Walsh asked if this is the best course of action to address the issue. Mr. Bertolami stated that he believes that it is based on the size of the pipe. Mr. Kulakowsky noted that the condition of the pipe was taken into consideration and this appears to be the best solution.

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

Margie Swart, resident of West Goshen Township, asked if there are any land development projects that may be able to address this situation. Ms. Camp stated that this would be considered an offsite improvement and a developer would not be required to address it.

Mr. Walsh made a motion to approve the easement agreements with the property owners of 890 S. Matlack Street and 897 S. Matlack Street for the Matlack Street Culvert Rehabilitation Project. Ms. Smith seconded the motion.

Mr. Walsh asked if there was any further discussion from the Board on the proposed motion. No additional discussion was noted.

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

Ms. Swart asked if this project could be required of the owners of The Point apartment complex if were ever to be re-developed. Ms. Camp stated that it would depend on the project and whether they are adding to the current issues, such as additional flow going through the culvert.

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

Mr. Hellmann made a motion to approve proposal from National Gunitite for the Matlack Street Culvert Rehabilitation Project in the amount of \$59,662. Ms. Gagné seconded the motion.

Mr. Walsh asked if there was any further discussion from the Board on the proposed motion. No additional discussion was noted.

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

Doug White, resident of West Goshen Township, asked if this was the lowest bid received. Mr. Walsh stated that National Gunitite is a COSTARS vendor. Mr. Walsh asked if the Township has worked with this company in the past. Mr. Bertlomi stated that the Township has not, but they were recommended by Carroll Engineering for this type of work.

Ms. Swart stated that she noticed that the property at 897 S. Matlack Street is for sale and if this project could be required of a future owner if it is redeveloped. Ms. Camp stated that this project was slated for earlier this year and there is not time to see if the property is sold. Ms. Camp noted that repairing this culvert would not be an appropriate condition since the existing pipe is failing. Mr. Walsh stated that any development would need to comply the current stormwater requirements.

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

Discussion and possible issuance of the final award to Hobbs and Company, Inc. for the infrastructure expansion project for additional electric vehicle charging stations.

Mr. Bashore stated that before the Board of Supervisors this evening is consideration to issue the final award to Hobbs and Company, Inc. for the infrastructure expansion project for additional electric vehicle charging stations for the West Goshen Township Municipal Complex. Bids were opened on August 29, 2023 and the apparent low bidder was Hobbs and Company, Inc. from Boothwyn, PA. For this project, the Township received ten (10) bids and the bids ranged from \$152,665 to \$355,225 (the cost estimate for the project was \$259,142.96).

Mr. Bashore stated that at the September 5, 2023 meeting, the Board approved a Notice of Intent to Award to Hobbs and Company, Inc. pursuant to Chapter 65 (Responsible Contractors) of the West Goshen Township Code of Ordinances. Chris Peterson, P.E. of Carroll Engineering Corporation completed the required review and has certified that they meet the requirements of the Township's ordinance. Mr. Bashore stated that based on this review and the recommendation from Mr. Peterson, he recommended the issuance of a Final Award to Hobbs and Company, Inc. in the amount of \$152,665 based on their bid dated August 29, 2023.

Mr. Hellmann asked if there was a start for the project. Mr. Bashore stated that a start date has not been determined yet, but he would advise the Board when one is determined.

Ms. Smith made a motion to issue the final award to Hobbs and Company, Inc. for the infrastructure expansion project for additional electric vehicle charging stations. 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.

Doug White, resident of West Goshen Township, asked if this project will be useful for other items in addition to charging stations in the future. Mr. Walsh stated that the projects sole intent is to provide substantial capability to charge the Township fleet in the future.

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

Discussion regarding the results or the corrugated metal pipe televising and cleaning.

Mr. Bashore stated that before the Board of Supervisors this evening are the results of the cleaning and televising of certain corrugated metal pipe sections in the Township's storm sewer system. This was based on the analysis completed by HRG, Inc. from data gathered by the Army Corps of Engineers. The study outlined various areas with significant issues. These study areas were then expanded to include other components identified by the Township's Public Works Department. At the July 18, 2023 meeting, the Board authorized the engagement with SoftDig Underground Services, Inc. to complete the work at a not-to-exceed amount of \$54,000. The Township was able to complete the identified areas within budget.

Mr. Bashore stated that reports from the Public Works Department of the work that was completed were provided. While the Township is still awaiting final data from SoftDig, the reports provide a good idea of the existing conditions. Mr. Bashore stated that on September 25, 2023, Mark Bertolami, Streets Superintendent, Paul McEvoy, Streets Foreman, Nate Yarnell, Streets Laborer, Bryan Kulakowsky, P.E., Township Engineer, and he met to discuss the results. Generally speaking, the primary areas identified in initial HRG, Inc. report can most likely be completed in-house by the Streets Department. The most significant area is in the Fresh Meadows development. Pictures from work completed in 2023 were provided for review.

Mr. Bashore stated that the Township also analyzed an area in the rear of a property adjacent to Cloud Park. This was due to a flooding complaint and the historical information about this area. The televising revealed that there is no blockage in the pipe. The pipe in question is a 30-inch diameter pipe with approximately 50% of the pipe filled with concrete. This concrete runs the entire length of the pipe to a manhole. At the manhole, there is another pipe installed to the left that discharges to an outfall on land owned by a neighboring homeowners association. The bottom of the second pipe aligns with the top of the concrete in the first pipe.

Mr. Bertolami stated that the pipe is clean, but the flow is reduced by the presence of the concrete in the pipe. Mr. Walsh noted that the information provided in the study completed by Carroll Engineering outlined that the pipe is undersized for the amount of flow. Mr. Bashore stated that it is not just undersized, but there is no basin for it to flow to. Ms. Smith asked about the size of the pipe. Mr. Bertolami stated that it is a 24-inch pipe, but because it is filled with concrete, it is more like 12-inches. Mr. Bertolami noted that the pipe should be 48-inches. Mr. Bashore discussed the elevation changes on the property.

Ms. Gagné asked about the condition of the other pipe that connects to the manhole. Mr. Kulakowsky stated that all the pipes are in good shape, but he believes that this was designed that to be a control structure to regulate how much water went through it. Mr. Walsh stated that at some point, someone made the determination to limit the flow.

Ms. Smith asked if there is any concern about contamination from the railroad in the area. Mr. Kulakowsky stated that he does not believe so.

Mr. Walsh stated that the reason this area was analyzed was to determine the length of the concrete in the pipe and if there was a blockage, which was not found.

Mr. Walsh discussed the work completed by the U.S. Army Corps of Engineers and the analysis done by HRG, Inc. Mr. Walsh noted that the results of the televising work indicates that the areas identified as problematic are in better condition than anticipated. Mr. Walsh noted that a fair amount of work appears to be needed in the Fresh Meadows development.

Mr. Walsh asked for clarification on what work could be completed in-house and what would need to be bid out. Mr. Bertolami stated that any work done in-house would be dig and replace, while work to be bid out may involve lining. Mr. Walsh reviewed the projects allocated in the American Rescue Plan Fund, noting a project on Andrews Drive outlined in the 2023 budget. Mr. Bashore stated that Carroll Engineering provided an updated cost estimate for the work on Andrews Drive based on the work completed by the Streets Department, which show a reduction of cost of \$100,000. Mr. Walsh asked if this would be a 2023 or 2024 project. Mr. Bertolami stated that they are evaluating the work completed to date to determine if more is necessary.

Mr. Walsh stated there would be a balance of approximately \$314,000 remaining in the American Rescue Plan Fund based on the projects outlined and asked if there were any other projects that could be identified for these funds. Mr. Bertolami stated that he believes that allocating funds for the Fresh Meadows development is the best course of action. Mr. Bertolami stated that he has just received the final videos from SoftDig and it appears that some pipe could be lined, while others will need to be replaced.

Mr. Hellmann asked when the American Rescue Plan Fund allocation must be spent by. Mr. Bashore stated that the funds must be committed by the end of 2024 and spent by the end of 2026. Mr. Bashore recommended that the Board reallocate the cost for the repair on Locksley Drive to the American Rescue Plan Fund, move the Andrews Drive project, and then allocate the remaining funds to Fresh Meadows.

Mr. Hellmann asked if the Township has received many complaints from the residents in the Fresh Meadows development. Mr. Bertolami stated that there have been some and the Township has replaced approximately 300 ft. of pipe in this area.

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

Steve Crum, resident of West Goshen Township, asked for clarification on the cost projections previous provided. Mr. Walsh stated that the number provided was an order of magnitude cost to address the areas identified as being in the greatest need. Mr. Walsh stated that of the selected areas, one area will require contracted work and most of the other areas may be addressed in-house by the Streets Department.

Margie Swart, resident of West Goshen Township, asked about the status of the Township's contract with the U.S. Army Corps of Engineers. Mr. Walsh stated that they were only inspecting from inlets from a certain distance using a pole camera, while the equipment used by SoftDig was more sophisticated. Mr. Walsh stated that the Township received the final data and decided that it was not necessary for them to complete any more work.

Ms. Gagné asked why the final data showed that the conditions were not as bad as anticipated. Mr. Bashore stated that the pole camera used can only see so far down the pipe and no cleaning was done prior to the pictures being taken.

Mr. Bashore summarized the discussion, noting that the approved project on Locksley Drive will be paid out of the American Rescue Plan Fund and the balance of remaining funds will be allocated towards improvements in the Fresh Meadows development. Mr. Walsh noted that the Township should look to spend the American Rescue Plan funds as soon as possible on needed projects.

No action was taken.

Discussion and possible awarding of the multi-municipal bid for roadway de-icing salt.

Mr. Bashore stated that before the Board of Supervisors this evening is consideration of award for the multi-municipal bid for roadway de-icing salt. Westtown Township handles the acceptance of the bids on behalf the participant municipalities, who are as follows:

- West Goshen Township

- East Goshen Township
- Westtown Township

Mr. Bashore stated that the low bidder is Eastern Salt Company in the amount of \$65.90/ton and that this price represents a 14% price decrease per ton compared to the previous bid. Mr. Bashore stated that in speaking with Mr. Bertolami, he estimates that the Township would purchase 500 tons; however, Mr. Bertolami has advised that the Township did not purchase any roadway de-icing salt through the Consortium this past season due to the mild winter. Mr. Bashore stated that Mr. Bertolami has estimated that the Township currently has 1,600 tons on-site.

Mr. Bashore stated that Mr. Bertolami has been evaluating the Township's natural de-icing liquid (beet juice) bid, which would traditionally be issued in the fall. Due to the light winters, the Township is at full capacity (5,000 gallons), plus an additional 1,000 gallons in totes. Based on this, Mr. Bertolami does not feel the need to bid out for natural de-icing liquid. The bid currently outlines a minimum purchase of 4,500 gallons (which could be changed), but the Township may encounter a storage issue if there is another light winter.

Ms. Gagné asked about the amount of salt used by the Township last year. Mr. Bertolami reviewed the Township's salt used and the storage locations.

Ms. Smith asked if the Township would be able to purchase more salt in the middle of the season is needed. Mr. Bertolami stated that this could be done.

Mr. Hellmann asked about the Township's storage capacity. Mr. Bertolami stated that the Township has the capabilities to store 2,500 tons.

Mr. Walsh made a motion to award the multi-municipal bid for roadway de-icing salt to Eastern Salt Company in the amount of \$65.90/ton. 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.

Margie Swart, resident of West Goshen Township, discussed information she had reviewed about roadway salt being bad for the environment and if there are other methods that could be explored. Ms. Gagné stated that this topic was recently raised by the West Chester Area COG and is something that could be further explored by the Sustainability Advisory Committee. Mr. Bertolami noted that he does advise the crews to be light with the usage of salt, but balances that with a need to keep the roads safe.

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

Discussion and possible awarding of West Goshen Township's sludge hauling bid for the wastewater treatment plant.

Mr. Bashore stated that before the Board of Supervisors this evening consideration to award the Township's 2024 Sludge Hauling Contract. The bids were opened on September 19, 2023. There were four (4) bids received as follows:

Company	Option 1 1 Year Contract (per load)	Option 2 3 Year Contract (per load)
Waste Management of Pennsylvania 4300 Industrial Park Road	\$556.00	\$601.67

Camp Hill, PA 17011		
J&K Trash Removal, Inc PO Box 254 Gradyville, PA 19039	\$630.00	\$630.00
J. P. Mascaro & Sons 2650 Audubon Road Audubon, PA 19403	\$799.00	\$849.00
Denali Water Solutions LLC 3308 Bernice Avenue Russellville, AR 72802	\$800.00	\$850.00

Mr. Bashore stated that the apparent low-bidder represents a 30% per load price increase compared to the current contract with Charles Blosenski Disposal Co. (current price = \$430.00/load). The bid provides the option to award either a 1- or 3-year contract. Mr. Bashore stated that in reviewing the low-bidder information, if the Board were to award the 3-year contract, the price would be a 40% per load increase. Mr. Bashore stated that both he and Mr. Moffa do not recommend awarding the 3-year contract as this is not a vendor the Township has used in the past.

Mr. Walsh asked if there was a reason why Charles Blosenski Disposal Co. did not bid. Mr. Moffa stated that he believes it was an oversight on their part. Mr. Walsh asked the amount budgeted for sludge hauling. Mr. Moffa stated that it is approximately \$267,000.

The Board discussed the possibility of re-bidding the contract. After the discussion, it was determined that the contract would not be re-bid.

Mr. Walsh made a motion to award West Goshen Township's sludge hauling bid for the wastewater treatment plant to Waste Management of Pennsylvania for a 1-year contract at a price of \$556/load. 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.

Discussion and possible awarding of West Goshen Township's poly-aluminum chloride bid for the wastewater treatment plant.

Mr. Bashore stated that before the Board of Supervisors this evening consideration to award the Township's 2024 Polyaluminum Chloride Contract. The bids were opened on September 19, 2023. There were two (2) bids received as follows:

Company	1-Year Contract (Per Gallon)	3-Year (Per Gallon)
Univar Solutions Inc. 3075 Highland Pkwy., Suite 200 Downers Grove, IL 60515- 5560	\$3.6900	No Bid
Holland Company, Inc. 153 Howland Ave Adams, MA 01220	\$4.100	No Bid

Mr. Bashore stated that the low-bidder is the current provider of this product for the Township. The per gallon price in the bid represents a \$0.1378 price per gallon increase compared to the Township's 2023 pricing (4% price increase).

Mr. Bashore stated that, based on these results, he would recommend awarding the 2024 Polyaluminum Chloride Contract to Univar Solutions, Inc. based on their bid dated September 19, 2023.

Mr. Hellmann made a motion to award West Goshen Township's poly-aluminum chloride bid for the wastewater treatment plant to Univar Solutions Inc. in the amount of \$3.6900/gallon. Mr. Walsh 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 a proposed amendment to the West Goshen Township Subdivision & Land Development Ordinance pertaining to electric vehicle charging stations.

Mr. Bashore stated that before the Board of Supervisors this evening is continued discussion regarding a proposed amendment to the Township's Subdivision & Land Development Ordinance (SALDO) pertaining to electric vehicle (EV) charging stations. An amendment to the Township's land use ordinances pertaining to electric vehicle charging stations was last discussed at the August 15, 2023 Board meeting. At that time, it was determined that additional review from the Township Solicitor was necessary and the proposed ordinance was referred back to the Sustainability Advisory Committee (SAC).

Mr. Bashore stated that representatives from the SAC met with the Township Solicitor to review the proposed ordinance. Additionally, the proposed ordinance was reviewed by the SAC at their meeting on September 26, 2023, where it was recommended to proceed to the Board. That being said, there was discussion particularly around the percentage of parking spaces that would need to be EV ready for nonresidential development or redevelopment, as well as some of the proposed requirements outlined in section B(1). As this is a land use ordinance, the PA Municipalities Planning Code (MPC) requires review by both the Township's and the County Planning Commission prior to adoption.

Ms. Camp stated that the Township is ahead of other municipalities in regards to these types of regulations and that the MPC provides the Township with the authority to regulate this activity in its SALDO.

Mr. Hellmann asked for clarification on the percentage of parking spaces that would need to be EV ready and reviewed the requirements in two (2) sections of the proposed ordinance. Mr. Bashore stated that those regulations are additive.

Henry Alexander, Chair of the SAC, appeared before the Board to discuss the proposed ordinance. Mr. Alexander discussed the history of the proposed ordinance and how it got to the version that is being presented to the Board.

Ms. Smith stated that she agrees that there are some items that are not clear and shared the concerns regarding the percentage for different types of charges.

Ms. Camp discussed the potential challenges to an ordinance of this type. Ms. Gagné stated that she believes that the market is moving in this direction and mandate the installation of charging stations may not be necessary. Ms. Gagné asked about the possibility of incentivizing the installation of EV charging stations as opposed to mandating them. Ms. Camp stated that the Township could incentivize their installation.

The Board determined that the proposed ordinance would be sent back to the SAC for further review and discussion.

Discussion and possible approval of 2023 Foreign Fire Relief Distribution to Good Fellowship Ambulance Company, Goshen Volunteer Fire Company and West Chester Fire Company.

Mr. Walsh stated that before the Board of Supervisors this evening is consideration to approve the 2023 Foreign Fire Relief Distribution to Good Fellowship Ambulance Company, Goshen Volunteer Fire Company and West Chester Fire Company. Mr. Walsh stated that the total amount for distribution is \$222,719.61.

Mr. Bashore stated that the funds were previously allocated on an even split between Goshen Fire Company and the West Chester Fire Department. Mr. Bashore stated that the formula was adjusted to allocate some funds to Good Fellowship Ambulance Company. Mr. Bashore noted that representatives from the agencies servicing the Township were in attendance when this was discussed last year and they believe that the allocation is fair.

Ms. Smith asked if this is something that the Fire & EMS Coalition should discuss.

Steve Crum, resident of West Goshen Township, stated that he believes that the allocation should remain as is and discussed the history of this distribution.

Mr. Walsh asked if the agencies have been advised of the proposed distribution before the Board this evening. Mr. Bashore stated that they have been.

Mr. Hellmann made a motion to approve the 2023 Foreign Fire Relief Distribution to Good Fellowship Ambulance Company, Goshen Volunteer Fire Company and West Chester Fire Company as follows:

- Good Fellowship Ambulance Company – \$27,839.95
- Goshen Fire Company – \$111,359.81
- West Chester Fire Department – \$83,519.85

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 approval of the 2023 Pension Plan State Aid Allocation and Payment.

Mr. Bashore stated that before the Board of Supervisors this evening is the 2023 State Aid Allocation and Payment for authorization to distribute. The funds must be dispersed to the Township's pension funds within 30 days of receipt (the funds were received on September 25, 2023). Christine Riffey, Finance Director, prepared the attached worksheet outlining the distribution of the state aid received across the Township's three (3) pension plans. The total state aid received is \$722,658.14, with distribution as follows:

- Police Pension Fund – \$187,489.06
- Administration & Roads Pension Fund – \$394,713.04
- Sewer Pension Fund – \$140,456.05

Please be advised that the total 2023 minimum municipal obligation (MMO) across the Township's three (3) pension funds is \$1,146,407. The state aid received covers 63% of the 2023 MMO. This was included in the 2023 MMO calculation and allocated in the budget accordingly.

Mr. Hellmann stated that in 2022, State Aid covered about 57% of the MMO allocation and if there was an increase. Mr. Bashore stated that he would review this.

Mr. Walsh asked if there were any questions from the public.

Margie Swart, resident of West Goshen Township, asked about the DROP program had on the MMO and state aid distribution. Mr. Walsh stated that these payments are reviewed by the Township's actuary and factored into the MMO.

Ms. Gagné made a motion to approve the 2023 Pension Plan State Aid Allocation and Payment. 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.

Discussion regarding the budget allocation for the installation of sidewalk on the southside of W. Rosedale Avenue.

Mr. Walsh stated that the Board of Supervisors was previously approached by the residents of the Cambridge Hall Apartments regarding the possible installation of a sidewalk on W. Rosedale Avenue.

Mr. Bashore stated that the discussion before the Board of Supervisors pertains to the allocation of funds in the 2024 budget for this project. Mr. Bashore stated that the proposed sidewalk would be installed on the south side of W. Rosedale Avenue and run east, connecting the Cambridge Hall Apartment complex to the driveway entrance of the Hicksite Friends Cemetery. The Board had previously directed the Township staff to work with Carroll Engineering to develop a design plan and construction cost estimate. Mr. Bashore noted that the estimated cost of construction is \$86,500. Mr. Bashore reviewed the requirements for the project provided by Carroll Engineering.

Mr. Kulakowsky stated that the cost estimate is only for construction and does not include design services.

Mr. Walsh asked if there was an estimated cost for the required ADA accessible curb ramps. Mr. Kulakowsky stated that he would estimate those would be approximately \$10,000 each.

Mr. Hellmann asked if any of this work could be done in-house. Mr. Bashore stated that he spoke with Mr. Bertolami about this possibility and it is best to contract this project out. Mr. Hellmann asked about the responsibility to maintain the new sidewalk and remove snow. Mr. Bashore stated that this responsibility falls to the property owner under the Township's Code of Ordinances. Ms. Camp concurred and outlined liability issues.

Ms. Gagné stated that when this topic was previously discussed, representatives from the church and the Hicksite Friends Cemetery were present and informally agreed to share maintenance responsibilities.

Mark Goldberg and Ian Presley, residents of West Goshen Township, were attendance to discuss this matter as it pertained to Cambridge Hall Apartments. Mr. Goldberg stated that this is a highly traveled area and the residents of the Cambridge Hall Apartments depend on this route to walk to West Chester Borough. Mr. Goldberg stated that individuals will walk in the street during bad weather in this area.

Mr. Hellmann discussed the Township's 2019 update to the Comprehensive Plan and noted a goal of expanding walkability and adding sidewalks in the Township. Mr. Goldberg stated that the lack of sidewalk presents a safety risk to pedestrians in this area.

Mr. Presley stated a majority of the residents living in the Cambridge Hall Apartments are students of West Chester University and elderly adults. Mr. Presley discussed the use of the footpath that has been created in this area.

Margie Swart, resident of West Goshen Township, stated that she supports the construction of a sidewalk in this area, but asked if other areas will be evaluated for future sidewalk installations, noting that future requests may come from other neighborhoods and areas of the Township.

Steve Crum, resident of West Goshen Township, stated that he supports the installation of a sidewalk in this area.

Mr. Hellmann stated that he has been in contact with the PA-156 District Office and that are potential grant opportunities that may assist in defraying the cost of a sidewalk.

Doug White, resident of West Goshen Township, asked if curbing was proposed. Mr. Kulakowsky stated that curbing is not proposed as part of this project, noting that it would increase the cost significantly and impact stormwater management. Dr. White asked for curbing to be considered.

Ms. Swart asked if an asphalt path could be installed instead of a concrete sidewalk. Ms. Gagné stated that if the Township is going to provide pedestrian access, it must be constructed to the required standards. Ms. Smith stated that she supports the installation of sidewalk, highlighting the issue of safety.

Mr. Walsh stated that he believes that this is a good opportunity to provide sidewalks, primarily due to the amount of traffic, the need for students, and the connection to existing sidewalks. Mr. Walsh noted that he believes that grant should be pursued for this effort. Mr. Bashore discussed the Local Share Account Program and believes that this project would be eligible. Mr. Walsh recommended that the Township pursue a grant and include \$100,000 in the 2024 budget for this project.

Mr. Hellmann made a motion to authorize the allocation of \$100,000 in the 2024 budget for the installation of sidewalk on W. Rosedale Avenue and pursue a grant for this project. 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.

Approval of Board of Supervisors Meeting Minutes from September 5, 2023.

Mr. Walsh noted one (1) correction to the meeting minutes.

Mr. Walsh made a motion to approve the minutes from the September 5, 2023 meeting of the Board of Supervisors as corrected. 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.

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. Walsh asked if there were any questions on the bills to be paid.

Mr. Hellmann asked for clarification on a \$11,682 charge for Snyder Ave. Mr. Kulakowsky stated that those are inspection costs from Carroll Engineering for the project under construction at 300 Snyder Ave. Mr. Bashore stated that the Township is responsible for the bill as the client and then bills the developer for reimbursement.

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.

Margie Swart, resident of West Goshen Township, discussed a reimbursement for attendance at a Dam Safety Conference in Palm Springs, CA. Ms. Swart noted her objection to allowing employees to attend what she believes are extravagant conferences. Ms. Swart asks how these conferences get approved, if the Board is aware of who is attending in advance, and what the employee expects to gain from attendance.

Mr. Walsh stated that these conferences are approved as part of the annually budgeting process, which includes training and development for Township staff. Mr. Walsh noted that these are then handled by Township management. Ms. Smith stated that a lot of the training completed by the Police Department is mandated.

Ms. Swart stated that she is not questioning the training for uniform personnel. Ms. Swart requested that the Board consider having employees present what they learned at a public meeting for the benefit of the community.

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

Adjourn

At 8:52 pm, Ms. Gagné made a motion to adjourn the meeting. Ms. Smith seconded the motion. There being no further discussion, the motion passed by a vote of 5-0.

Respectfully submitted,

Christopher Bashore
Township Secretary