

**WEST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
June 20, 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
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 Tuesday, June 20, 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 16, 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 asked if there was any public comment regarding any issues that are not listed on the agenda for this evening. No items for public comment were noted.

Discussion regarding the following applications before the Zoning Hearing Board:

- **450 Ellis Lane (Application No. 08-2023) – West Chester Area School District**

Mr. Bashore stated that before the Board of Supervisors was an application to the Zoning Hearing Board for 450 Ellis Lane. This application is for the West Chester Area School District for proposed improvements to the athletic fields at East High School. Mr. Bashore stated that the applicant is seeking variance relief from sections 84-47.G(3)(a) to permit a portion of fencing to be 20 ft. in height where 10 ft. is permitted and 84-57.10E(6) to permit 36.561% of impervious coverage where 36.27% currently exists and 30% is permitted, which would be an increase of 0.291%. Mr. Bashore stated that this application will also be heard at the July 24, 2023 meeting of the Zoning Hearing Board.

Ross Unruh, Esq., counsel for the applicant, spoke on behalf of the West Chester Area School District and provided an overview of the plan for the work as proposed in the application before the Zoning Hearing Board. Mr. Unruh stated that there is already a 20 ft. fence on the back stops, but not the entire field. Mr. Unruh noted issues is that the lacrosse and the soccer teams often losing balls outside of the field area and are, therefore, is requesting the larger fence be installed to surround the entire field. Mr. Unruh stated that the additional paving is being requested for a concrete pad under the grandstands and on the access to the sidewalk to allow for easier access from the fields to the stands.

Ms. Smith asked where the existing 20 ft. fence is currently located on the property. Mr. Unruh stated that the 20 ft. fence is part of the backstop and has been part of the playing field since 2011 when the fields were redone.

Mr. Walsh asked if the increase in impervious coverage will trigger a stormwater review. Mr. Kulakowsky stated that a permit will need to be applied for and approved by the Township for the additional impervious coverage. Mr. Kulakowsky stated that he has met with the engineering team for the project to review the permit requirements.

Ms. Smith asked if any residents will be affected the fences. Mr. Unruh stated that he does not believe that any residents will be negatively impacted by this proposal. Mr. Unruh stated that there will be vegetation installed for the stormwater management system that provides screening.

Ms. Gagné asked for clarification the pouring of the concrete. Mr. Unruh stated that there will be concrete poured under the bleachers and on the walkways leading to the field. Ms. Smith asked where are the bleachers going to be relocated to. Mr. Unruh explained that the bleachers will not be moved and the concrete will be poured underneath of them where they currently stand to ensure greater stability and no residents will be affected.

At the conclusion of the discussion, the Board determined that they would remain neutral on this application before the Zoning Hearing Board.

- **1126 Grove Road (Application No. 06-2023) – Rian Weber**

Mr. Bashore stated that before the Board of Supervisors is an application to the Zoning Hearing Board for 1126 Grove Road. This application was previously discussed at the May 2, 2023 Board meeting. The original application was to appeal a Notice of Violation issued for the construction of a wall without following the requirements of section 84-47 of the Township's Zoning Ordinance. The applicant claimed non-conforming status; however, evidence indicates that there was not a wall previously on the property. Following up on the May 2, 2023 meeting, members of the Township staff and the Township Solicitor met with the applicant to discuss the application and other options. Additionally, the applicant granted an extension to conduct the hearing. On June 5, 2023, the applicant filed an amended application to the Zoning Hearing Board seeking variances from sections 84-47 and 84-47(H)(1)(b) in order have two (2) retaining walls located closer than 10 ft. to the right-of way of Grove Road. Mr. Bashore stated that the wall goes approximately 2 ft. into the road and the applicant is seeking to have the wall remain in its current location.

Mr. Hellmann asked about the right-of-way width of Grove Road at this location. Mr. Kulakowsky stated that the right-of-way width is 33 ft. Mr. Bashore stated that the cartway width is 10 ft. to 12 ft. in either direction and that the Streets Superintendent took measurements for the Township. Mr. Hellmann stated that went to the area to see if there would be a problem with cars stopping and a car trying to get around another car and he did not find that there would be an issue.

Ms. Smith asked about the mailbox. Mr. Kulakowsky stated that he believes that the mailbox was reset in its original location during construction.

Mr. Walsh asked about a provision in the Zoning Ordinance cited in the original application. Mr. Bashore stated that the original application claimed legal non-conforming status for the wall. Mr. Bashore stated that there is no evidence to indicate that a wall previously existed in this location.

At the conclusion of the discussion, the Board determined that they would remain neutral on this application before the Zoning Hearing Board. Mr. Bashore stated that the application will be heard at the June 26, 2023 meeting of the Zoning Hearing Board.

Presentation from Christopher Peterson, P.E., from Carroll Engineering Corporation regarding the results of a Stormwater Feasibility Study completed for West Goshen Township.

Mr. Bashore stated that before the Board of Supervisors this evening is a presentation from Carroll Engineering Corporation regarding the results of a Stormwater Feasibility study for West Goshen Township. The Board approved a proposal from Carroll Engineering Corporation to complete this study at the June 7, 2022 meeting utilizing funds received from the American Rescue Plan Act of 2021. At the November 1, 2022 meeting, Chris Peterson from Carroll presented the completed results for the North Hill community. Subsequently, the Board authorized the submission of a PA Small Water and Sewer Grant application for certain improvements recommended in the North Hill Community.

Mr. Peterson provided an overview of the study that was completed for the Township. Mr. Peterson stated that this topic was originally visited in 2022 to determine the feasibility of providing stormwater infrastructure to 16 neighborhoods across the Township. These areas consist of approximately 1,540 acres having little or no existing stormwater management. Mr. Peterson stated that the goal of the study was to provide three (3) deliverables to the Township:

1. A report of findings from the study areas.
2. Providing a conceptual plan for storm water in each area.
3. Providing an opinion of cost for each alternative.

Mr. Peterson stated that Carroll Engineering Corporation discussed various drainage patterns in each area, any soils or slopes in the area, and any existing conveyance that were observed during field observation and if there was any detention. Mr. Peterson stated that the proposed improvements consist of their importance to the system, including inlets, endwalls, and piping. Other items considered were pricing and resident participation. Mr. Peterson stated that residents in the study areas may help drainage within their neighborhoods with potential installations of rain gardens, rain barrels, and/or permeable pavement. Mr. Peterson stated that calculations were completed and it was determined that the existing infrastructure in most cases was undersized. Mr. Peterson noted that certain areas would benefit from expansion of the system.

Mr. Peterson reviewed the opinion of costs, noting that the sum of all 16 study areas to be completed is approximately \$44.6 million. Mr. Peterson noted that significant items not included in this cost estimated were potential utility reallocations, easement acquisitions, and unforeseen impacts. Mr. Peterson stated that the results would be adequate for the submission of a grant application and the study provides a frame work for future potential projects.

Mr. Bashore stated that after tonight's presentation, a form will be crated to accept questions and concerns. An independent email address will be designated to receive such comments. Mr. Peterson suggested adding comments and images from residents as part of the report as those will be valuable for future grant applications. Mr. Bashore stated that he believes that one of the most powerful pieces of the evidence the Township included in the grant application for the North Hills project were pictures from residents.

Ms. Smith asked if this study can be submitted with a grant application or if further work would be required. Mr. Peterson stated that it could and it is a very high-level report. Mr. Bashore stated that with a grant application, the application does not need to be fully designed and engineered and he believes that the information provided would be sufficient for future grant applications.

Mr. Hellmann asked Mr. Peterson had any suggestions for other grant applications that are currently available or that the Township could pursue to complete this work. Mr. Peterson stated that the PA Small Water and Sewer grant program is open annually. Mr. Peterson discussed the grants division in Carroll Engineering Corporation that could assist the Township. Mr. Kulakowsky noted that certain grants need to be shovel ready and fully designed as certain programs will not pay for design, only construction. Mr. Hellmann asked if there were particular areas that the Township should prioritize. Mr. Peterson stated that the project areas were not prioritized, but there are a couple of areas where the Township could look to begin. Mr. Peterson discussed an area along Old Fern Hill Road and the drainage points on West Chester Pike.

Mr. Walsh discussed the advantages of the North Hill project since there was a detention area already present. Mr. Walsh asked if there were any similar areas in the study where this existed. Mr. Peterson stated that there were very few areas for a similar situation and outlined potential unforeseen consequences of installing additional infrastructure.

Mr. Peterson noted that there is a fair amount of infrastructure that is nearing the end of its life and this could cause more flooding issues than what is present at this time. Mr. Peterson stated that waiting too long may impact the Township's ability to line the existing infrastructure.

Mr. Walsh opened the floor to comments from the public on the study and presentation.

Steve Crum, a resident of West Goshen Township, asked what the next step would be for the study as he does not wish to see this information just placed on a shelf. Mr. Walsh stated that he would like to have the Public Works Department to evaluate the areas identified in the Corrugated Metal Pipe analysis and establish a better understanding of the existing infrastructure. Mr. Walsh stated that a complete picture could be established once that is better understood. Mr. Walsh stated that he believes that a fair amount of the work outlined in the study presented this evening would need grant funding.

Mr. Crum asked if it is possible to use the money from the previously discussed stormwater fee to help displace the cost of this project. Mr. Walsh discussed the history of the discussion of the stormwater fee and the projects associated with the Township's MS4 permit. Ms. Gagné stated that these projects will take many years to realize.

Mr. Crum asked if there was an update on the grant application for North Hill project. Mr. Bashore stated that he is hopeful to hear word about this application in the fall. Mr. Bashore discussed the grant application process. Mr. Hellmann stated that the involvement of residents in the North Hill development aided significantly in the drive towards the grant.

Ms. Gagné asked if all the areas identified in the study were residential areas. Mr. Peterson stated that they were.

The Board thanked Mr. Peterson for his presentation.

Discussion and possible approval of a proposal from Carroll Engineering Corporation for the development of subdivision plan for 315 Powell Lane.

Mr. Bashore stated that before the Board of Supervisors this evening is a proposal from Carroll Engineering Corporation for the completion of a subdivision plan for a parcel at 315 Powell Lane. Mr. Bashore stated that 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 be maintained by the township for this footpath. The Township has spoken with the property owner and they are amendable this proposal. The proposal would be for \$11,750, which would include the survey and subdivision plan. Mr. Bashore stated that an item of note is that the property is located in the R-3 zoning district, which requires a minimum lot size of 18,000 sq. ft. and the area being considered is approximately 2,000 sq. ft. The existing lot is approximately 26,000 sq. ft. Mr. Bashore stated that combining the footpath parcel with Coopersmith Park may negate the need to go to the Zoning Hearing Board.

Ms. Smith asked if there would be a cost to acquire the parcel. Mr. Bashore stated that the Township had an appraisal and the price would be approximately \$14,000.

Mr. Walsh stated that he believes that the price outlined is very high and asked for additional details on the cost. Mr. Peterson noted that there are unknown factors involved in completing a boundary survey in an older

neighborhood, such as this one. Mr. Peterson noted that monuments will need to be installed when it is completed.

Mr. Walsh asked if the Board wished to obtain a competing proposal for another firm. The Board agreed that another proposal should be obtained.

Mr. Hellmann discussed the Zoning District and asked why there are four (4) properties that were not included in the R3-C Zoning District Overlay. Mr. Hellmann noted that perhaps the area should be re-zoned wonders if this area should be re-zoned. Mr. Kulakowsky stated that he believes the reason for this is because of the sizes of these properties. Ms. Camp stated that she believes that this be evaluated. Mr. Bashore stated that the acreage for those four (4) properties may be larger than what was included in the R3-C Zoning District.

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

Doug White asked if this discussion is for the Township to take over the walking path. Mr. Walsh stated that it was and noted that, at this time, people are accessing Coopersmith Park from Powell Lane and using the homeowner's property to get through to the path. The proposal is to subdivide the walking path in order for the Township to own and maintain this area, leaving the homeowners property untouched.

The Board directed the Township staff to obtain a separate proposal for consideration.

Reports for the month of May 2023:

Police Report presented by Chief Michael Carroll.

Chief Carroll provided the report for the West Goshen Township Police Department for May 2023. Mr. Walsh noted his appreciation for the additional information regarding alarm violations.

Mr. Hellmann asked for additional information regarding what is involved in special enforcement. Chief Carroll stated that the Officers go and watch for violations in a specific area and address them if witnessed. Mr. Hellmann asked if the officers have a certain amount of time they have to spend at each location. Chief Carroll stated that they do not. Mr. Hellmann asked if this is something that has to be done every shift. Chief Carroll stated that the Officers are assigned an area to work when they have time and that their areas change every two (2) weeks.

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

Doug White, resident of West Goshen Township, asked if the officers use any special equipment when they are on special duties. Chief Carroll stated that they do and it depends on the nature of the special duty and the area where it is occurring.

The Board thanked Chief Carroll for his report.

Board of Supervisors' announcements.

Ms. Smith stated that the West Chester Fire Department has improved their Public Protection Classification (PPC) score. Ms. Smith provided background information on the PPC and noted that their ISO score is now a "3." Ms. Smith stated that 162 departments scored a "3" and the West Chester Fire Department is in the top 12 departments in Pennsylvania. Ms. Smith noted that West Chester Fire Department services the following municipalities: West Chester Borough, West Goshen Township, East Bradford Township, Thornbury Township, Birmingham Township, and Westtown Township. Ms. Smith stated that property owners may be able to receive a reduced insurance premium cost as a result. Ms. Smith commended the West Chester Fire Department on this accomplishment.

Ms. Smith discussed the After-Action Report from the February 15, 2023 pipeline tabletop exercise and that a meeting will be held at the beginning of July to review the action items in the report.

Ms. Smith stated that she toured the Oakland Cemetery with the Historic Commission and it was very informative.

Ms. Smith stated that Good Fellowship Ambulance Company celebrated National EMS Week and it was a great success.

Ms. Smith stated that the Padres Latinos Celebration held at Henderson High School on June 9, 2023 and it was very successful. Ms. Smith stated that she and Mr. Hellmann had a meeting with Chris Hoffman, Township Manager from Lower Moreland Township to discuss different methodologies of how that township formulated their Fire and EMS tax.

Ms. Gagné noted her attendance at the Padres Latinos Celebration on June 9, 2023 and commented on its success. Ms. Gagné stated that she has been speaking with the Chester County Health Department regarding the mosquito issues around Barker Park. Ms. Gagné stated that the Health Department says that they have not found the issues in the places that they had suspected. Ms. Gagné stated that the Health Department would like to look at the pump station in this area. Mr. Bashore stated that this could be arranged with Mr. Woodward.

Mr. Hellman stated that he and Mr. Walsh had a meeting on May 22, 2023 with residents along W. Warren Road with the Police Department's Traffic Safety Division to discuss concerns in this area. Mr. Hellmann stated that he also attended the Good Fellowship Ambulance Company event for National EMS Week on May 25, 2023. Mr. Hellmann stated that he partook in a tour of the future Greystone Park with members of the Township staff on June 7, 2023. Mr. Hellman stated that he and Ms. Smith held their monthly Police Department Liaison meeting with Chief Carroll on June 20, 2023.

Mr. Walsh stated that the Board met in Executive Session prior to this evening's meeting in order to discuss a public safety matter with the Township Solicitor.

Township Manager's announcements.

Mr. Bashore stated that the June eNewsletter will be issued the week of June 26, 2023. Mr. Bashore announced that the gazebo dedication in West Goshen Community Park will be held on June 25, 2023 at 6:00 pm prior to the Grease Band concert scheduled for that evening. Mr. Bashore stated that the Bolmar Street Culvert Replacement Project is underway and the detour plan has been posted on the Township website. Mr. Hellmann asked about the scheduled completion for the Bolmar Street Culvert Replacement Project. Mr. Woodward stated that they are targeting to complete the project before the new school year begins.

The Board thanked Mr. Bashore for his announcements.

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

Mr. Kulakowsky stated that he and Rick Craig flew the Township's drone through the Woodlands at Greystone development recently. Mr. Kulakowsky reviewed the pictures that were taken and noted that they were testing the drone to see if the control software would allow clearance for the drone to fly close to the Brandywine Regional Airport that neighbors the Woodlands at Greystone community. After having to rest the drone several times, Mr. Kulakowsky and Mr. Craig found that it had to be manually flown and that the DGI software did not clear the drone to fly so close to the airport. Mr. Kulakowsky stated that the software is 8 years old and is not able to be updated. Mr. Kulakowsky stated that he also discovered issues with the battery life of the drone. The Township currently has 7 batteries for the drone, however the shelf life is very short for each one of them.

Discussion turned to the new drone allocated in the Township's 2023 budget. Mr. Kulakowsky stated that he spoke with the Township Manager and Chief Carroll and it was determined that funds were available to purchase a drone that could be utilized by both the Engineering and Police Departments. Mr. Kulakowsky stated that this model allows for thermal capabilities as well as measuring abilities at a price of \$13,999, with the allocation being separated between the Engineering and Police Departments. Mr. Bashore stated that this will be included in the mid-year budget report in July.

Ms. Smith asked how old the current drone is and can it be upgraded. Mr. Kulakowsky stated that the drone is 8 years old and it cannot be upgraded due to the software being completely different. Mr. Kulakowsky stated that the battery life is also very short.

Ms. Gagné asked how the police envisioned using the new drone. Chief Carroll stated that the Police Department primarily intends to use it for mainly nighttime surveillance over the Greystone park.

Mr. Walsh asked if this would be an increase to the budget or if existing funds would be utilized. Mr. Bashore stated that existing funds would be utilized and while there will not be a material change, they wanted the Board to be aware.

Ms. Smith asked about the yearly maintenance costs for the drone. Mr. Kulakowsky provided an overview of the maintenance work that would be needed.

Mr. Hellmann asked about what would be done with the existing drone. Mr. Bashore stated that he has been approached by a municipality to purchase the drone that is no longer needed.

Mr. Kulakowsky provided an update on the serpentine barrens work. Mr. Kulakowsky stated that selected vegetation has begun to be removed. Ms. Gagné asked about the gravel on trails and if the developer has been maintaining them with the recent storms. Mr. Woodward stated that he intended to go to the site to evaluate the damage. Mr. Kulakowsky discussed trees that have fallen on the trails.

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

Doug White, resident of West Goshen Township, asked about the possibility of getting a better price on the drone that has been identified. Mr. Bashore stated that he does not believe that a better price is feasible.

The Board thanked Mr. Kulakowsky for his report.

Zoning Officer's announcements.

Mr. Bashore stated that the Zoning Hearing Board met on May 22, 2023 to hear the application of 992 S. Bolmar Street. The applicant was seeking relief from section 84-38. B. (6) of the Zoning Ordinance in order to have a 16.54 sq. ft side yard setback where a 30 ft side yard set back is required in order to construct a 4500 sq. ft addition. At a special meeting on June 5, 2023, the Zoning Hearing Board issued a decision granting the requested relief.

Mr. Bashore stated that the Zoning Hearing Board rendered a decision on the application for 929 S. High Street. at the special meeting on June 5, 2023. In their decision, the Zoning Hearing Board denied the request for a relief from section 84-8 of the Zoning Ordinance in order to have a convenience store larger than 5,500 sq. ft. The requested relief from section 84-19. G. was granted in order to allow a 20 ft. from yard setback from route 202 for the placement of a dumpster where a 40 ft set back is required.

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

The Board thanked Mr. Bashore for his report.

Approval of Board of Supervisors meeting minutes of May 18, 2023.

Mr. Hellmann made a motion to approve the Board of Supervisors meeting minutes of May 18, 2023. 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 Treasurer's Report dated May 31, 2023, 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 May 31, 2023, 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. Smith seconded the motion.

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

Ms. Smith asked about an invoice for chairs in the Police Department for Det. Cuddhy. Ms. Smith noted that one was listed under "Office Supplies" and the other was listed under "Uniforms." Mr. Bashore stated that he did not know, but would look into the matter and follow-up.

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.

Adjourn

At 7:31 p.m., Ms. Smith 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