

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
January 7, 2013
Re-Organizational Meeting Agenda

1. Call to Order, Silent Meditation, and Pledge of Allegiance

2. Elect Temporary Chairman to start the meeting

MOTION; I make a motion to appoint _____ as temporary Chairman to start the January 7, 2013 Re-Organizational meeting.

3. Election of Chairman

MOTION; I make a motion to appoint Mr. _____ as the 2013 Board of Supervisors Chairman.

4. Election of Vice Chairman

MOTION; I make a motion to appoint Mr. _____ as the 2013 Vice Chairman of the Board of Supervisors.

5. Appointment of Township Solicitor

MOTION; I make a motion to appoint the Firm of Lamb McErlane, PC for the 2013 year at the rate of \$190.00 per hour for general municipal legal services and paralegal services at \$120.00 per hour.

6. Appointment of Township Secretary

MOTION; I make a motion to appoint Denise Miller as Township Secretary.

7. Appointment of Township Treasurer

MOTION; I make a motion to appoint Rosemary Moore as Township Treasurer.

8. December 21, 2012 budget adoption minutes

MOTION; I make a motion to approve the December 21, 2012 budget adoption minutes as presented.

9. Creating of Senior Mechanic position

MOTION; I make a motion to create the new position of senior mechanic at the hourly wage of \$21.41.

10. John Weaver promotion

MOTION; I make a motion to promote, other public works assistant, John Weaver to senior mechanic with an hourly wage of \$21.41.

11. Appointment of Township Employees

MOTION; I make a motion to appoint the following township employees as presented with the revision of John Weaver's job title.

<u>Position</u>	<u>Employee Name</u>
Township Secretary and Township Right-to-Know Officer	Denise Miller
Treasurer and Office Administrator	Rosemary Moore

Public Works Superintendent	Barry “Tag” Gathercole
Assistant Public Works Superintendent	Tim Gathercole
Other Public Works Assistant	Greg Leonard
Other Public Works Assistant	Justin Gathercole
Other Public Works Assistant	John Weaver
Fire Marshal, Asst. Emergency Management Coordinator and Snow Plower	Jim Reagan
Asst. Fire Marshal, Emergency Management Coordinator, and Snow Plower	Anthony Sirna
Snow Plower	Joe Mammarella
Snow Plower	Jim Sisk
Snow Plower	Joseph Prekup
Snow Plower	Alexander Zdankowski
Snow Plower road crew member as needed	Mark Toth
Snow Plower	Everett Rice
Snow Plower	Fields Porter
Snow Plower	Frank Scibek
Chief of Police	Christopher Porter
Full Time Police Officer	Edward Masterstefone
Full Time Police Officer	Samantha Harper
Full Time Police Officer	Brian Simmons
Full Time Police Officer	Kevin Simmons
Full Time Police Officer	Richard McAllister
Full Time Police Officer	Gina Malarick
Part Time Police Officer	Alan Haldeman
Part Time Police Officer	Justin Fonock
Part Time Police Officer	Mark McKinney
Part Time Police Officer	William “Bill” Smith
Part Time Police Officer	Geoffrey “Todd” Burkhart
Part Time Police Administrative Assistant and Police Right-to-Officer	Nancy Baker
Building Inspection Company	Keystone Municipal Services, Inc.
Building Inspector, Zoning & Code Official	Rob McLarnon
Earned Income Tax Collector	Keystone Collections Group

12. Establish monthly meeting dates and times

MOTION; I make a motion to approve the Board of Supervisor’s meetings at 6:30 PM on the 4th Tuesday and their workshop the 2nd Tuesday, the Park and Recreation Commission meetings at 6:30 PM on the 1st Tuesday and their workshop on the 3rd Tuesday, the Planning Commission meetings at 7:30 PM the 1st Monday and their workshop on the 3rd Monday, the Historical Commission at 6:30 PM on the 1st Wednesday and their workshop on the 3rd Wednesday, and the Friends of the Park at 7:00 PM on the 4th Thursday of the month as needed.

13. Supervisor Liaison appointments

MOTION; I make a motion to appoint the following Board liaisons as presented.

- Planning Commission –
- Zoning Hearing Board –
- Library –
- Historical Commission –
- Emergency Services and Fire Marshal –
- Financial Administration –
- Trash and Recycling –
- Website –

Newsletter –
Park and Recreation –
Police –
Public Works –
Township Office –

14. 2013 State Supervisor's Association Convention Voting Delegate

MOTION; I make a motion to appoint Mr. _____ as the 2013 State Supervisor's Association Convention Voting Delegate.

15. Vacancy Board – Applicant Bob King

MOTION; I make a motion to appoint _____ as the 2013 vacancy board member.

16. Law Offices of John Carnes Jr.

MOTION; I make a motion to appoint The Law Offices of John Carnes Jr. as the 2013 township zoning solicitor at the rate of \$135.00 per hour and \$100.00 for other firm attorneys.

17. Herbert E. MacCombie Jr. P.E.

MOTION; I make a motion to appoint Herbert E. MacCombie Jr. P.E. as the 2013 township sewer consultant and approve their 2013 fee schedule as presented.

18. Traffic Planning and Design

MOTION; I make a motion to appoint Traffic Planning and Design as the 2013 township traffic consultants and approve their 2013 fee schedule as presented.

19. Township Engineer

MOTION; I make a motion to approve _____ as the 2013 Township Engineer at the rate of \$ _____ per hour.

20. Revised Fee Schedule Resolution 2013-01

MOTION; I make a motion to approve Resolution 2013-01 approving the revisions to the township fee schedule, Secretary's draft 12/19/2012.

21. Resolution 2013-02 Township Auditor for fiscal year 2012 and 2013

MOTION; I make a motion to approve Resolution 2013-02 appointing Mingis, Gutowski & Company, LLP as the East Fallowfield Township auditors, replacing the elected auditors for the fiscal year of 2012 and 2013.

22. 2012-2013 Mingis, Gutowski & Company, LLP engagement letter

MOTION; I make a motion to approve the 2012 -2013 engagement letter from Mingis, Gutowski & Company, LLP, not to exceed \$14,700.00 for 2012 and not to exceed \$15,500.00 for 2013 and up to \$1,500.00 in consulting services, for both years, at no additional cost to the Township.

23. Agricultural Security Commission

MOTION; I make a motion to appoint Mr. _____ as the 2013 Agricultural Security Commission Chairman.

Board Member – Chairman 2012 to 2013
Charles Kilgore – Resident 2012 to 2013
William Elkins – Farmer 2012 to 2014
Garth Monaghan – Farmer 2012 to 2015
Arthur DeLeo – Farmer 2012 to 2016

Recognition of Boards and Commissions:

24. Zoning Hearing Board – MOTION; I make a motion recognizing the Zoning Hearing Board members as presented.

Dennis O’Neill – Member 2011 to 2013
Chris Rechenberg – Member 2012 to 2014
Vacant – Member 2013 to 2015

25. Planning Commission – MOTION; I make a motion recognizing the Planning Commission members as presented.

John Schwab – Member 2010 to 2013
Vince Lyons – Member 2010 to 2013
Fran Digian – Member 2011 to 2014
Joe Perzan – Member 2011 to 2014
Jim Durborow – Member 2011 to 2014
Garth Monaghan – Member 2012 to 2015
Jim Weeks – Member 2012 to 2015

26. Park and Recreation Voting Members – MOTION; I make a motion recognizing the Park and Recreation voting members as presented, and the reappointment of Dan Johns for the 2013-2016 term.

Michael McClintock – Chairman 2010 to 2014
Brian Carling – Vice Chairman 2012 to 2016
Dan Johns – Member 2013 to 2016
Jan Bowers – Member 2010 to 2014
Jeanne Berlin – Secretary 2012 to 2016
Vacant – Member 2010 to 2014
Vacant – Member 2010 to 2014

27. Friends of the Park – MOTION; I make a motion recognizing the Friends of the Park member as presented.

Barb Ragni – Member 2009 to 2013
Vacant – Member 2012 to 2016
Vacant – Member 2012 to 2016
Vacant – Member 2012 to 2016
Vacant – Member 2012 to 2016

28. Historical Commission – MOTION; I make a motion recognizing the Historical Commission members as presented.

Joe McCormick – Chairman 2010 to 2014
Sue Monaghan – Secretary 2012 to 2016
Garth Monaghan – Member 2010 to 2014
Arthur DeLeo – Member 2012 to 2016
Lee Schlingman – Member 2009 to 2013
Fred Bissinger – Member 2009 to 2013
Vacant – Member 2012 to 2016

29. Elected Auditors – MOTION; I make a motion recognizing the elected auditors as presented.

Sharon Scott – 6 year term 2010 to 2015
Jim Sisk – 6 year term 2008 to 2013
Bob King – 2012 to 2013

30. Tax Collector 4 year term 2010-2013 – MOTION; I make a motion recognizing the township tax collector as presented.

Dan Johns

31. Designated Banks – MOTION; I make a motion recognizing the township designated banks as presented.

First Niagara Bank
TD Bank
First National Bank

32. Chester County SPCA – MOTION; I make a motion recognizing the Chester County SPCA as the township animal control for dogs and cats.

33. Citizens by request

a. Wes Maughan – Township financials

34. Unfinished Business

a. 2013 discussion of fire coverage – Mark Toth

35. New Business

a. Township cameras – Ed Porter

36. Public Comment

37. Adjournment