

EAST FALLOWFIELD TOWNSHIP

BOARD OF SUPERVISORS MEETING

January 27, 2015 Approved minutes
7:44 PM

Members Present

Joe Pomorski, Chairman
Steve Herzog, Vice Chairman
Charles Kilgore, Member
Mark Toth, Member
Ed Porter, Member

Township Staff Present

Rosemary Moore, Township Treasurer

Township Solicitor

Vince Pompo

1. CALL TO ORDER, SILENT MEDITATION AND PLEDGE OF ALLEGIANCE.

Chairman Joe Pomorski called the meeting to order at 7:44 pm. Steve Herzog seconded.

2. Discussion

A. APPROVAL OF MINUTES

- 1) November, 25, 2014 Board of Supervisors meeting minutes.

MOTION: Joe Pomorski made a motion to approve the November 25, 2014 Board of Supervisors minutes as presented. Charles Kilgore seconded.

VOTE PASSED: 4-1 (Joe Pomorski, Steve Herzog, Charles Kilgore and Mark Toth voted yea. Ed Porter voted nae)

B. PUBLIC WORKS

- 1) The December 2014 Road Department monthly report was submitted for Board and resident review.
- 2) Mortonville Road review of proposals and recommendation – Chris Della Penna discussed his December 30, 2014 recommendation letter in which he recommends Advanced GeoServices. Their proposal was the most detailed and they submitted examples of comparable work with their proposal. Advanced GeoServices was also involved in past work on Mortonville Road. Mr. Della Penna stated they are also willing to do research on required permits as well as potential grants. The proposal includes surveying the property, a general site plan and conceptual plans. They will rebid for final design.

MOTION: Joe Pomorski made a motion to accept the bid for Advanced GeoServices for the Mortonville Road work in the amount of \$32,680. Steve Herzog seconded.

QUESTIONS AND COMMENTS: Ed asked if we are pulling the money from the General Fund and what does this do to the budget. Rosemary Moore said we ended the year with \$41,000 in Liquid Fuels and \$140,000 in the General Fund. She said the new Liquid Fuels funds would not come in right away. The time frame of the repairs was discussed. Chris Della Penna said he spoke with Todd Trotman, of Advanced GeoServices, who feels the survey work is best done in the winter when there is no vegetation on the trees. He recommended doing the work in phases. Advanced GeoServices could develop a work/payment schedule to fit the Township's cash flow needs. Buddy Rhoades made comments about the need for Mortonville Road to be open and the need for cash flow to be spread out when doing the road repairs.

VOTE: 5-0

- 3) Purchase of new truck – Tag Gathercole discussed his request to buy a new freightliner to replace the 1997 truck. Ed Porter asked questions regarding the 1997 truck such as mileage, capacity, and estimated trade in

value. Tag Gathercole said we could sell it. The total cost for the new truck is \$124,000 and the payments could be paid yearly. The budget has \$50,000 approved for new equipment. Tag Gathercole would like Board approval to order the new freightliner now so it will be available in the fall. Mr. Gathercole discussed the uses of the new freightliner. There was a discussion about different roads that need repair in the Township. Tag Gathercole will find out the trade in value of the 1997 truck and let the Board know.

MOTION: Joe Pomorski made a motion to approve the purchase of the new truck, which is a freightliner truck with a ten foot stainless steel bed with the details of the financing term, rate, with payment to be determined later. Charles Kilgore seconded.

VOTE: 5-0

4) Hiring of Dan Mowery (part-time snow plower/mechanic) at \$15.00 per hour -

MOTION: Joe Pomorski made a motion to hire Dan Mowery as a part-time snow plower / mechanic at \$15.00 per hour. Mark Toth seconded.

COMMENTS AND QUESTIONS: Ed Porter commented on posting this position on the Township website. There was a discussion regarding the structure of his work hours and the part-time position for the mechanic work. Snow plowers work as needed. Tag Gathercole said his hours as a mechanic would be as needed. There was also a discussion about the part-time mechanic position and the union. The Board asked about Mr. Mowery's resume and certification as a mechanic. The liability of having him working on Township trucks was also discussed. Buddy Rhoades commented on what part-time means and needing a job description.

VOTE: 2-2 (Joe Pomorski and Mark Toth voted yea, Charles Kilgore and Ed Porter voted nae) Joe Pomorski withdrew the motion before Steve Herzog voted.

MOTION: Joe Pomorski made a motion to hire Dan Mowery as a part-time snow plower at \$15.00 per hour. Charles Kilgore seconded.

VOTE: 5-0

Joe Pomorski and the Board thanked Tag Gathercole and the Road Department for their hard work with clearing the roads during the recent snow storm.

C. CITIZENS BY REQUEST

- 1) Charlie Carter – Manchester Farms – Charlie Carter asked the Board if the Township has placed a lien on Dewey's empty lot in Manchester Farms. Vince Pompo said they did not place a lien on the empty lot but he did do some research. The parcel is already covered in liens and mortgages with a lot of encumbrances. Charlie Carter asked if there is any value in putting a lien on the parcel. Vince Pompo reported that Dewey now has a strong interest in resolving this matter. The reason is because they have been cited by either the DEP or the Conservation District for violation of a NPDES permit for not building the sediment basin. They may have found a contractor that is willing to work provided they can have access to the escrow money. Vince Pompo is in active negotiations with Dewey's lawyer to work out an agreement that would complete the development and allow for dedication of the roads.
- 2) Ed Toner – Trash Ordinance – Ed Toner, a resident who lives in Brook Crossing, requested the Board excuse him from six months of trash fees because his family is currently displaced from their home by a fire. They are hoping to be back in their home by June 2015 and would then start paying their trash bill again. Mr. Toner commended and thanked Battalion Chief John Sly and the Westwood Fire Company, as well as the other fire companies, for their excellent work.

The Board discussed having a policy on what circumstances allow excusal from trash fees. Vince Pompo suggested the Board makes the distinction that a trash fee can be waived if a house is not habitable (vs. simply not occupied) and the Board approves a waiver. They also discussed MuniBilling and if they can make adjustments on this bill. Rosemary Moore said she would make the adjustments in the MuniBilling database.

D. UNFINISHED BUSINESS

- 1) Fire Departments - Battalion Chief John Sly thanked Mr. Toner for his kind words. Chief Sly presented the December fire company activity. He announced they have a new Fire Chief – Chief Joe Deckman. He thanked the Board for the budget increase given to the fire companies. He asked the Board about the fuel aid that has previously been discussed. Chief Sly discussed an ambulance as a possible vehicle the Township could help fuel. Rosemary Moore suggested Westwood use a fuel card to fuel up and the Township would pay this expense out of the General Fund. There was a discussion about the monthly cost of gas for the ambulance. Chief Sly will provide a fuel expense history for Valley Township to help with budgeting.

E. SOLICITOR REPORT

- 1) Public Works Union Negotiations – Vince Pompo reported that he informed Siana Bellwoar that the Board appointed them as special legal counsel for the Teamsters negotiation. Mr. Pompo said shortly after he received a letter from the attorney representing the labor union requesting the commencement of negotiations. Eric Brown, of Siana Bellwoar, sent correspondence to Rosemary Moore seeking information to help him get up to speed. He also sent a letter to the Township summarizing his fees. Vince Pompo stated he advises that Right to Know requests are not needed in this case for providing information to Siana Bellwoar.
- 2) Police Collective Bargaining Agreement Status – Vince Pompo reported that we sent the draft agreement to the Police Union Counsel for their review a few months ago. There has been no response.

F. LEGAL ISSUES

- 1) Conditional use hearing date set for Eastco application – March 24, 2015 – Vince Pompo reported the Township received a Conditional Use Application which was filed by Eastco relative to 380 Doe Run Road. The Board had previously set the hearing date for the February Board meeting date. Both Vince Pompo and Chris Della Penna feel the application is thin and it is unclear what Eastco is proposing. Vince Pompo secured an agreement with the applicant and his representative to hold the hearing on March 24, 2015. They also agreed to revise the plan to make it clearer how they are going to use the property. The proposal is to take a small portion of the slag produced as a by-product of the steel plant and hauled over to the landfill that is partially in East Fallowfield. Eastco is proposing to take a portion of that slag and process it to extract metals and other materials for sale. Once the application is revised and reviewed by the Planning Commission, we should have a clearer idea of what they are proposing and what the issues will be.
- 2) Ordinance 2015-01 Participation in the PSATS Unemployment Compensation Group Trust - This proposed ordinance has been advertised. It was requested by PSATS Unemployment Compensation Group Trust. The Township pays its unemployment insurance through this trust. The PSATS Unemployment Compensation Group Trust has amended and restated their trust agreement. They are requiring that all townships that participate in the Trust adopt this new trust agreement by ordinance by the end of this month. The purpose of the amendment relates to compliance with new Federal IRS tax requirements.

MOTION: Joe Pomorski made a motion to adopt Ordinance 2015-01. Steve Herzog seconded.

VOTE: 5-0

G. PLANNING COMMISSION

- 1) Dennis Crook presented a synopsis of last month's Planning Commission meetings.
 - a. At the January 12, 2015 Planning Commission meeting, they appointed Dennis Crook as Chairman and John Schwab as Vice-Chairman.

- b. Section 1300 Open Space Design was discussed. The Commission looked at how is was and was not impacting the Comprehensive Plan moving forward. They determined Section 1300 would not affect progress of the Comprehensive Plan.
- c. Dennis Crook stated the Planning Commission recommends that Section 1300 either be repealed or the wording be revised to be clearer.
- d. The Planning Commission recommends the Board look at hiring a township manager and complete the Employee Handbook.
- e. The Planning Commission will continue to work on the Flow Chart and will focus on this after the Comprehensive Plan is complete.
- f. Vermeil Tower – the conditional use application filed was approved. The only concern the Planning Commission has is who will be in charge of monitoring it. There was a discussion about permit and codes enforcement and potentially missing revenue for work being done without permits.

H. PARK AND RECREATION COMMITTEE

1) January 20, 2015 Report –

- a. Michael McClintock reported that last week they met with the design engineer at EB Walsh in regard to the Park Greenway Trail and Bridge Project. We are on schedule for completion in early fall. We are at the point where permit application fees are due.

MOTION: Joe Pomorski made a motion to approve payment of the permit application fees for \$250, \$500, and \$400 for the Park Greenway Trail and Bridge Project, and to approve that the application be signed by Chris Della Penna and submitted. Charles Kilgore seconded.

VOTE: 5-0

- b. Committee Vacancies - Michael McClintock reported they still have two vacancies on the committee and are focusing on recruiting volunteers. They are requesting signs to put in the park to recruit volunteers.

MOTION: Joe Pomorski made a motion to approve spending up to \$200 for Parks and Recreation volunteer recruiting yard signs. Charles Kilgore seconded.

VOTE: 5-0

- c. Park and Recreation Committee Facebook Page – The committee’s Facebook page is up and running. Michael McClintock said they may change the name because there is another Facebook page with a similar name which is causing confusion.

I. TREASURER’S REPORT

- 1) December 31, 2014 Treasurer’s report – Rosemary Moore presented the Board with the December 31, 2014 Treasurer’s report.

MOTION: Joe Pomorski made a motion to approve the December 31, 2014 Treasurer’s report as presented. Steve Herzog seconded.

VOTE: 5-0

- 2) December 2014 payment authorizations

MOTION: Joe Pomorski made a motion to approve the December 2014 payment authorizations as presented. Steve Herzog seconded.

VOTE: 5-0

- 3) Hiring of a temporary employee – A temporary employee from Ranstad was hired at \$26.04 per hour. This is due to Lisa Valaitis, Township Secretary, not being able to work for an unknown period of time. A temporary employee will help with the office work while Lisa Valaitis is out.
- 4) Hiring of part-time office staff – Joe Pomorksi asked the Board to authorize hiring an additional part-time office employee. The office is understaffed and the position is in the budget. There was a discussion about advertising the job on Monster and through Chester County Secretaries in Government. The job has already been advertised through Chester County Secretaries in Government. Rosemary Moore will post it on Monster. The Board also discussed that the Township does not have a Township credit card. The Board authorized Rosemary Moore to set up a debit card account. Ed Porter also suggested setting up a PayPal account. Ed Porter discussed creating a separate email account for job the posting.

J. POLICE REPORT

- 1) The December 2014 Police report was submitted for Board and resident review.

K. HISTORICAL COMMISSION

- 1) The December 3, 2014 Historical Commission meeting minutes was submitted for Board and resident review.
- 2) Buddy Rhoades discussed the Historical Commission's organization meeting. Sue Monaghan is Secretary and Arthur DeLeo is the Vice-Chairman. He discussed 11 Park Avenue, the schoolhouse on Mt. Carmel Road, the Frog Hollow covered bridge and the Mortonville Road covered bridge. They are trying to get a grant for a stone face on Mortonville Road's bridge.

L. OLD BUSINESS

- 1) PSATS 93rd Annual Conference – April 19-22, 2015 – No one from the Township will be attending.

M. NEW BUSINESS

- 1) SBA Communication Corp. offer to buy out the tower lease – The Board is not interested in pursuing at this time.

N. PUBLIC PARTICIPATION – none

- 1) Buddy Rhoades – Mr. Rhoades commented that the Board should review the Employee Handbook. He also commented on Chris Makely's concerns voiced at a previous meeting in regard to a Board of Supervisor's meeting that did not have a quorum. He also commented on Eastco. Mr. Rhoades spoke about having a Township manager and requested the Board look at this. He also spoke about the office being short staffed.
- 2) Rosemary Moore – Ms. Moore stated that she is going to be out of town on Friday, February 13th. If Lisa Valaitis has not returned by then, the office will be closed.

3. ADJOURNMENT

MOTION: Joe Pomorski made a motion to adjourn the Board of Supervisors meeting at 9:49 pm. Steve Herzog seconded. VOTE: 5-0

Respectfully Submitted,

Lisa Valaitis,
Township Secretary