

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS WORKSHOP MEETING
August 11, 2015 Approved minutes
6:34 PM

Members Present

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

Township Staff Present

Lisa Valaitis, Township Secretary
Pani Martin, Township Treasurer

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

Chairman Joe Pomorski called the meeting to order at 6:33 pm.

2. Discussion

A. Tar and chip - Mt. Carmel Road -

Pani Martin stated that South Coatesville will be doing some tar and chip on their roads and Tag Gathercole is interested in piggy backing off them for Mt. Carmel Road. This would make the road work cheaper. She said Tag Gathercole's guestimate is costs between \$12,500 and \$17,000. Steve Herzog asked how much is in Liquid Fuels. Pani Martin stated there is currently \$112,000 in the Liquid Fuels bank account. There was a discussion about whether the Liquid Fuels money is already spoken for. Pani Martin said the main Liquid Fuels money for 2015 has already come in. Most of the money is spoken for because the Township will have to buy salt. There was a discussion about the limit for putting jobs out to bid. The Board asked Pani Martin to find out if there are additional roads that Tag Gathercole thinks needs to be tarred and chipped. The Board also asked Pani Martin to follow up with Tag Gathercole on preparing an inventory of road repairs for the next three to five years in the Township. Ed Porter requested that Pani Martin ask Tag Gathercole about crack sealing and whether the road crew is doing this on roads. Ed Porter spoke about crack and seal done on Goosetown Road and that new spots on Goosetown Road need to be treated. The Board instructed Pani Martin to have Tag Gathercole obtain a cost for the tar and chip of Mt. Carmel Road and then get approval from the Board.

B. Pothole Patching Agreement – PennDot -

Pani Martin reported that PennDot sent us a Pothole Patching Agreement. The purpose of the agreement is for PennDot to determine if the Township will want to do the pothole patching on state roads for them if they need help getting it done. PennDot will pay the Township \$342.84 per ton of patching material manually laid. This would cover our costs and we'd get a little extra money. Steve Herzog commented on how vague the statement in the agreement is that says "This agreement would only be used if the potholes were to an extent we could not handle in a reasonable amount of time with our own crews". The Board requested that Vince Pompo review the PennDot Agreement. Steve Herzog said that he'd like clarification on when this agreement would come in to play.

C. Winter Traffic Severe Winter Adjustment -

Pani Martin informed the Board that the Winter Traffic Severe Winter Adjustment of \$17,000 for 2014-2015 just came in. This went in the General Fund. The Winter Traffic Severe Winter Adjustment for 2015-2016 is due November 1st and will be for \$26,000. There was a discussion about why this adjustment was put in the General Fund rather than Liquid Fuels. The Board asked Pani Martin to get clarification on whether that money could be put in Liquid Fuels. If these adjustments are allowed to be in Liquid Fuels, then the Board would like the \$26,000 to be in Liquid Fuels. If possible, the Board would prefer these adjustments be put in Liquid Fuels in the future. The Board would like the \$17,000 severe weather adjustment moved to Liquid Fuels if possible. Pani Martin will research this.

D. Park Day –

Pani Martin reported a lot of progress has been made on planning Park Day thanks to Katherine Archibald's hard work. There was a Park Day folder in the Board packet for their review. The flyer has 10:00 am to 3:00 pm advertised as the time frame for the event. Pani Martin asked the Board if they would like to volunteer to help with Park Day and they agreed to help. Ed Porter asked why the start time was 10:00 am and not earlier. Pani Martin said that Tag Gathercole felt starting before 10:00 am makes it hard to get set up in time. Ed Porter asked if we would be charging for the zip line. Pani Martin said the goal is to not charge for the zip line. However, if we don't collect enough donations to cover the cost of the zip line, then we will need to charge for it. They discussed setting up the zip line the night before. There was also a discussion about adding an extra hour either at the beginning or end of the event. The Board prefers Park Day to be a six hour event. The time frame decided on is 10:00 am to 4:00 pm. Pani Martin briefly discussed using a Go Fund Me account. Ms. Martin stated they are working on sponsor letters. The Board asked Pani Martin to compile a list of possible sponsors and send it to the Board. Mark Toth asked Pani Martin if she is sticking to possible sponsors within East Fallowfield. Ms. Martin said she is looking outside the Township too. There was a discussion about the food trucks and specifically when they should arrive and where to put them. Pani Martin said she is going to talk to Tag Gathercole about mapping and location of everything in the park. Mark Toth suggested holding a meeting with the office staff, Board of Supervisors and anyone interested in helping with Park Day. Pani Martin will organize this meeting. Mark Toth also suggested a park walk through closer to the event as well as a vendor map. Ed Porter suggested having a local fire department or police do a skit such as a mock burning of a bedroom which he saw done at a Swathmore event. Mark Toth stated that Modena Fire Department has done traffic in the past for a small donation. Pani Martin stated that the zip line requires a deposit of \$500. Zip and Bounce included three bounce houses along with the zip line at no extra charge. The following items are secured: pony ride, train ride, hay ride, the YMCA Activan and the SWAT team. They have talked about including a costume parade for the children. The Board reviewed the sponsorship letter. Any extra funds at the end of the event will be put in a Park Day account to be used next year. Pani Martin discussed handing out tickets to everyone that attends for door prizes. Activities involving money handling will be kept to a minimum.

E. Budget –

Pani Martin requested the first budget meeting be moved to before the September 8, 2015 Board of Supervisor Workshop instead of on August 25, 2015. The budget meeting had not been advertised for August 25th yet. Pani Martin also asked who would be able to help her with the budget. The Board suggested Rosemary Moore. Steve Herzog talked about the budget process of reaching out to various vendors for price quotes as well as working with department heads within the Township. The Board asked Pani Martin to check on whether the Township has an audit contract for next year.

F. Verizon Land Lines –

Pani Martin said she had not made any progress with Verizon. She has been trying to get rid of one line that we don't need but could not initially figure out what building the line was in. She determined the extra line is an old East Fallowfield Police Department phone used when they were located in the Township building.

G. Hannum Drive – request for signs to be placed at both ends of Hannum Drive stating “local traffic and deliveries only” -

Ed Porter stated this issue was resolved prior to the meeting.

H. Collective Bargaining with Teamsters – mediation session meeting date –

Lisa Valaitis explained that Eric Brown sent a letter with possible dates for a mediation meeting and asked that the Board pick a date. Steve Herzog said he could make any of them. Joe Pomorski asked Lisa Valaitis if Mr. Brown had reached out to her a lot. She said he had recently contacted her a few times in regard to getting a date for mediation. There was a discussion about the total bill for Siana Bellwoar. The Board discussed the protocol for Siana Bellwoar requesting topics for the agenda and felt he should have submitted his request directly to the Board. The Board discussed the various dates and chose September 30, 2015 for the mediator meeting.

I. New Business -

T-Mobile – Steve Herzog brought up T-Mobile’s interest in the cell tower a few months ago. The Board instructed Pani Martin to contact T-Mobile and request they attend a Board of Supervisors meeting to discuss further.

3. ADJOURNMENT

MOTION: Joe Pomorski made a motion to adjourn the Board of Supervisors meeting at 7:10 pm. Steve Herzog seconded. VOTE: 5-0

Respectfully Submitted,

Lisa Valaitis,
Township Secretary