

EAST FALLOWFIELD TOWNSHIP  
BOARD OF SUPERVISORS  
Re-Organizational Meeting Agenda  
6:30 PM January 4, 2016

1. Call to Order, Silent Meditation, and Pledge of Allegiance
2. Swearing in Carol Kulp as Township Supervisor – Judge Gill
3. Solicitor: Elect Temporary Chairman to start the meeting

MOTION: I make a motion to appoint Mr. \_\_\_\_\_ as temporary Chairman to start the January 4, 2016 Re-Organizational meeting.

4. Election of Chairman

MOTION: I make a motion to appoint Mr. \_\_\_\_\_ as the 2016 Board of Supervisors Chairman.

5. Election of Vice Chairman

MOTION: I make a motion to appoint Mr. \_\_\_\_\_ as the 2016 Board of Supervisors Vice Chairman.

6. Appointment of Township Solicitor

MOTION: I make a motion to appoint the Firm of Lamb McErlane, PC for the 2016 year, at the rate of \$200.00 per hour for general municipal legal services and paralegal services at \$125.00 per hour.

7. Appointment of Township Secretary, and Township Right to Know Officer

MOTION: I make a motion to appoint Lisa Valaitis as the 2016 Township Secretary, and Township Office Right to Know Officer, at \$16.97 per hour.

8. Appointment of Township Treasurer

MOTION: I make a motion to appoint Frangipani Martin as the 2016 Township Treasurer and Office Manager, at a yearly salary of \$51,504.12.

9. Appointment of Part-Time Administrative Assistant

MOTION: I make a motion to appoint Katherine Archibald as the 2016 Part Time Administrative Assistant at the yearly salary of \$15.45 per hour.

10. October 13, 2015 Board of Supervisors Workshop minutes

MOTION: I make a motion to approve the October 13, 2015 Board of Supervisors Workshop minutes as presented.

11. Reopen the 2016 Budget

MOTION: I make a motion to reopen the 2016 budget, 11-10-15 Baseline with 1.25 Mil Tax – Updated December Actuals.

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 4<sup>th</sup> Tuesday and their workshop the 2<sup>nd</sup> Tuesday, the Park and Recreation Commission meetings at 6:30 PM on the 1<sup>st</sup> Tuesday and their workshop on the 3<sup>rd</sup> Tuesday, the Planning Commission meetings at 6:30 PM the 1<sup>st</sup> Monday and their workshop on the 3<sup>rd</sup> Monday, the Historical Commission meetings at 6:30 PM on the 1<sup>st</sup> Wednesday and their workshop on the 3<sup>rd</sup> Wednesday.

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Re-Organizational Meeting Agenda  
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13. 2016 Trash/Recycling Payment Information Sheet

14. Appointment of Public Works Department

MOTION: I make a motion to appoint the following Public Works employees as presented.

Public Works Superintendent	Barry "Tag" Gathercole – \$29.82/hr.
Assistant Public Works Superintendent	Tim Gathercole – \$25.91/hr.
Other Public Works Assistant	Greg Leonard – \$22.17/hr.
Other Public Works Assistant	Justin Gathercole – \$22.05/hr.
Other Public Works Assistant and Mechanic	John Weaver –\$22.05/hr.

15. Appointment of "As needed" Snow Plowers

MOTION: I make a motion to appoint the following "as needed" snow plowers as presented.

Snow Plower	Jim Sisk - \$15.00/hr.
Snow Plower	Dan Mowery – \$15.00/hr.
Snow Plower	Joe Gathercole - \$15.00/hr.
Snow Plower	Alfred Perine - \$15.00/hr.
Snow Plower	John Scott - \$15.00/hr.
Snow Plower	Jim Reagan – \$15.00/hr.
Snow Plower	Anthony Sirna – \$15.00/hr.
Snow Plower	Lou Wilson - \$15.00/hr.

16. Emergency Services

MOTION: I make a motion to appoint the following Emergency Service employees as presented.

Fire Marshal, Asst. Emergency Management Coordinator – Jim Reagan – \$163.92/qtr. and \$22.00/hr.  
Asst. Fire Marshal, Emergency Management Coordinator – Anthony Sirna – \$163.92/qtr. and \$22.00/hr.

17. Police Department

- a. Full Time Police Officer Justin Fonock resigned his position as Full Time Police Officer effective January 4, 2016.
- b. Approval to hire Francis J. O'Donnell for the position of full-time Police Officer.

MOTION: I make a motion to hire part time Police Officer Francis J. O'Donnell to full time Police Officer at the rate of \$27.43 per hour, per the CBA.

MOTION: I make a motion to appoint the following Police Officers as presented.

Chief of Police	Christopher Porter – \$89,441.84/year
Full Time Police Officer/Sergeant	Edward Masterstefone – \$36.79/hr.
Full Time Police Officer	Samantha Harper – \$34.29/hr.
Full Time Police Officer	Brian Simmons – \$34.29/hr.
Full Time Police Officer	Kevin Simmons – \$34.29/hr.
Full Time Police Officer	Richard McAllister – \$34.29/hr.
Full Time Police Officer	Gina Malarick – \$34.29/hr.
Part Time Police Officer	Alan Haldeman – \$25.00/hr.
Part Time Police Officer	Mark McKinney – \$25.00/hr.
Part Time Police Officer	John Rappold - \$25.00/hr.

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Re-Organizational Meeting Agenda  
6:30 PM January 4, 2016

18. Police Secretary and Police Right to Know Officer

MOTION: I make a motion to appoint Nancy Baker as the 2016 part-time Police Administrative Assistant and part-time Police Right to Know Officer, at \$18.08 per hour.

19. Building Inspector/Code Officer/Zoning Officer.

MOTION: I make a motion to appoint Keystone Municipal Services, Inc. as the 2016 Township Building Inspection, Code Official, and Zoning services.

20. 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 –

21. 2016 State Supervisor's Association Convention Voting Delegate

MOTION: I make a motion to appoint Mr. \_\_\_\_\_ as the 2016 State Supervisor's Association Convention Voting Delegate, and Mr. \_\_\_\_\_ as alternate Voting Delegate.

22. Vacancy Board

MOTION: I make a motion to appoint \_\_\_\_\_ as the East Fallowfield Township 2016 vacancy board member.

23. Law Offices of John Carnes Jr.

MOTION: I make a motion to appoint The Law Offices of John Carnes Jr. as the 2016 Township Zoning Solicitor, at the rate of \$135.00 per hour and \$100.00 for other firm attorneys.

24. Herbert E. MacCombie Jr. P.E.

MOTION: I make a motion to appoint Herbert E. MacCombie Jr. P.E. as the 2016 Township Sewer Consultant, and approve their 2016 fee schedule as presented.

25. Traffic Planning and Design

MOTION: I make a motion to appoint Traffic Planning and Design as the 2016 Township Traffic Consultants, and approve their 2016 fee schedule as presented.

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BOARD OF SUPERVISORS  
Re-Organizational Meeting Agenda  
6:30 PM January 4, 2016

26. Township Engineer

MOTION: I make a motion to appoint Della Penna Engineering Inc. as the 2016 Township Engineer, and approve the 2016 fee schedule as presented.

27. Revised Fee Schedule Resolution 2016-01

MOTION: I make a motion to approve Resolution 2016-01 approving the revisions to the township fee schedule, Treasurer draft 12/2/15.

28. Resolution 2016-02 Township Auditor for fiscal year 2015

MOTION: I make a motion to approve Resolution 2016-02 appointing Mingis, Gutowski & Company, LLP as the East Fallowfield Township auditors, replacing the elected auditors for the fiscal year of 2015 at a salary of \$15,100.00 which includes out-of-pocket expenses.

29. Agricultural Security Commission

- a. Reappointment of Garth Monaghan to the Agricultural Security Commission 2016 to 2019 term.

MOTION: I make a motion to appoint Garth Monaghan to the Agricultural Security Area Committee 2016 to 2019 term.

- b. Reappointment of Charles Kilgore to the Agricultural Security Commission 2016 to 2019 term.

MOTION: I make a motion to appoint Charles Kilgore to the Agricultural Security Area Committee 2016 to 2017 term.

- c. Appointment of 2016 Chairman

MOTION: I make a motion to appoint \_\_\_\_\_ as the 2016 Chairman of the Agricultural Security Commission.

Board Member – Chairman 2016  
William Elkins – Farmer 2015 to 2017 (3 year term)  
Charles Kilgore – Resident 2016 to 2017 (2 year term)  
Garth Monaghan – Farmer 2016 to 2019 (4 year term)  
Arthur DeLeo – Farmer 2012 to 2016 (5 year term)

30. Zoning Hearing Board

- a. Discussion on adjusting the compensation for a zoning hearing from \$25 to \$50 per Al Wright's request.  
b. Resolution to appoint Ellis Weiss as a Zoning Hearing Board member for the term ending December 31, 2017.

MOTION: I make a motion to adopt Resolution 2016-03 appointing Ellis Weiss as a Zoning Hearing Board member for the term ending December 31, 2017.

Vacant – Member 2016 to 2018  
Dennis O'Neill – Member 2014 to 2016  
Ellis Weiss - Member 2015 to 2017

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Re-Organizational Meeting Agenda  
6:30 PM January 4, 2016

31. Planning Commission

- a. The Planning Commission Members ask the Board of Supervisors to reappoint Garth Monaghan and Jim Weeks to the Planning Commission 2016-2019 term.

MOTION: I make a motion to appoint Garth Monaghan and Jim Weeks to the Planning Commission 2016-2019 term.

John Schwab – Member 2014 to 2017  
Richard Agatone – Member 2014 to 2017  
Dennis Crook – Member 2015 to 2018  
Joe Perzan – Member 2015 to 2018  
Jim Durborow – Member 2015 to 2018  
Garth Monaghan – Member 2016 to 2019  
Jim Weeks – Member 2016 to 2019

32. Park and Recreation Committee – 7 vacancies

Vacant – Member 2015 to 2019  
Vacant – Member 2015 to 2019  
Vacant – Member 2012 to 2016  
Vacant – Member 2014 to 2018  
Vacant – Member 2012 to 2016  
Vacant – Member 2016 to 2020  
Vacant – Member 2016 to 2020

33. Historical Commission

Joe McCormick – Member 2015 to 2019  
Sue Monaghan – Member 2012 to 2016  
Garth Monaghan – Member 2015 to 2019  
Arthur DeLeo – Member 2012 to 2016  
Lee Schlingman – Member 2014 to 2018  
Fred Bissinger – Member 2014 to 2018  
Clarence Rhoades Jr. – Member 2012 to 2016

34. United Construction Code Township Representative and Alternate

MOTION: I make a motion to appoint Joe McCormick as the Township Uniform Construction Code (UCC) representative.

MOTION: I make a motion to appoint Clarence Rhoades Jr. as the Township Uniform Construction Code (UCC) alternative representative.

35. Elected Auditors

Vacant – 2016 to 2021 (full 6 year term)  
Vacant – 2016 to 2019 (4 year unexpired)  
Vacant – 2016 to 2017 (2 year unexpired)

36. Tax Collector 4 year term 2014 to 2017

Chris Amentas – 2014-2017

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Re-Organizational Meeting Agenda  
6:30 PM January 4, 2016

37. Designated Banks

MOTION: I make a motion recognizing the Township designated banks as presented.

First Niagara Bank  
Fulton Bank

38. New Business

- a. 94<sup>th</sup> Annual Educational Conference & Trade Show Supervisor Attendance.
- b. Bank Signature Authorization

MOTION: I make a motion for all members of the board to sign the Municipal Deposit Resolution and Signature Card from First Niagara Bank.

39. Public Comment

40. Adjournment – I make a motion to adjourn the January 4, 2016 Re-Organizational Meeting.