

**EAST FALLOWFIELD TOWNSHIP**  
**BOARD OF SUPERVISORS WORKSHOP MEETING**  
March 8, 2016 Approved minutes  
6:30 PM

**Members Present**

Steve Herzog, Chairman  
Ed Porter, Vice Chairman  
Joe Pomorski, Member  
Carol Kulp, Member  
Wilson Lambert, Member

**Township Staff Present**

Lisa Valaitis, Township Secretary  
Pani Martin, Township Treasurer

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

Chairman Steve Herzog called the meeting to order at 6:30 pm.

2. Discussion

A. Park & Recreation Committee – Interview Applicants.

1. Wanda Korab.

Steve Herzog asked Wanda Korab what her vision for the park is. He also thanked her for coming forward and volunteering. Wanda Korab stated she was motivated to step up and volunteer because no one else has yet. She does not have a specific vision but is excited to be involved! Steve Herzog stated there is a Park Master Plan that needs to be revisited. There is money put aside in the Park & Recreation Fund. Steve Herzog said there is a new development coming in that will be contributing more money to the Park & Recreation Fund. Ed Porter asked Ms. Korab if she'd ever attended a Park & Recreation Committee meeting. She said she has never been to a Park & Recreation meeting and last month was her first Township meeting. Wanda Korab stated the enthusiasm of the residents at that meeting was encouraging.

2. Linda Sarnoski.

Ms. Sarnoski said that she does not have a specific plan because she needs to see what is in the Plan. Pani Martin spoke to Wanda Korab and Linda Sarnoski about what projects the previous Park and Recreation members were working on. Ms. Martin said they were working on a bridge and trail project. We were getting two grants with required Township fund matching but the bids for this project came in much higher than expected. Consequently, this project was cancelled. Pani Martin also mentioned the vegetation management guide that had been worked on. Pani Martin stated that some residents would like to see a ball field put in as well as expansion of the playground. Lisa Valaitis commented that there is a monthly pond watch. Pani Martin talked about Park Day as something for the Park & Recreation Committee to get involved with. Last year's Park Day was discussed.

Official Appointment of New Members: Steve Herzog stated they will make an official motion to appoint Wanda Korab and Linda Sarnoski at the March 22, 2016 Board of Supervisors meeting. The Township will continue to try to recruit new committee members.

B. Weeds, Inc. Contract – List of Spray Ingredients.

Steve Herzog commented that we received the list of spray ingredients from Weeds, Inc. The Board will discuss the spray ingredients with Tag Gathercole at the March 22, 2016 Board of Supervisors meeting. Pani Martin stated she spoke to Tag Gathercole and he had said the roadways residents said trees had died are not areas that were sprayed. Specific areas are sprayed along guard rails. The Board requested Pani Martin ask Tag Gathercole for a list of roads that each program in the contract applies to before the next Board meeting.

C. Office/Treasurer

1. Physical Property Insurance Review - Pani Martin reported she met with Longley Insurance and went over the physical insurance policy. We removed a duplicate insurance policy for physically carrying cash to the bank for deposit. This was a \$250 reduction in cost. The policy will still cost roughly \$15,000. Pani Martin also reported the driver policy had not been updated in over five years. On the policy she cleared off all the old employees and added current employee drivers. Part time snow plowers were added due to the extra liability. Pani Martin requested Board permission to put out a memo requesting a copy of all current employees' driver licenses. She also requested setting a policy of doing this annually. The Board approved. Pani Martin will draft a policy letter for the next meeting.
2. Liquid Fuels Check – Pani Martin reported we received the 2016 Annual Liquid Fuels allocation of \$271,447.83. Ms. Martin said we were expecting \$264,481. There was an additional 7% in the check which is roughly an additional \$7,000. Pani Martin also reported we received the State Turnback Allocation which was \$29,480.00.
3. Solicitor Check – Pani Martin reported that Carol Kulp called her last Thursday after the previous Board meeting and requested she hold the Siana Bellwoar check. Carol Kulp had said after the meeting, she felt uncomfortable about the billing for the solicitor viewing the four hour Reorganizational meeting video on YouTube. Steve Herzog said he doesn't think stop payment can be done because the payment was voted on and approved at the previous meeting. Steve Herzog also commented that it is reasonable that they watched the meeting video because they needed to get up to speed. In theory, if a new solicitor had not been appointed at the Reorganizational meeting, then J.P. Sanchez would have attended the entire meeting and we would have been billed for his time. The Board instructed Pani Martin to mail Siana Bellwoar's check.
4. Real Estate Tax Collection – February – Pani Martin reported that the total real estate billing was \$509,550.47. Total invoices mailed were 3,094. In February, the Chester County Treasurer's office collected \$63,087.27. The one time total billing costs were \$5,105.10. We will be receiving a check for \$57,982.17. The billing costs were deducted from the payment check.

- D. Park and Recreation Committee Quorum - Ed Porter spoke about needing a quorum on the Park & Recreation Committee in order to do any official action. The Board discussed the number of committee members on Park & Recreation and possibly changing that if needed. At the minimum, three members are needed to make a quorum to hold an official meeting. More Committee members will need to be recruited.

3. ADJOURNMENT

MOTION: Steve Herzog made a motion to adjourn the Board of Supervisors meeting at 6:47 pm. Ed Porter seconded. VOTE: 5-0

Respectfully Submitted,

Lisa Valaitis,  
Township Secretary

