

**EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
March 25, 2008
Approved**

IN ATTENDANCE: George Broadbent, Chairman; Chris Makely, Vice Chairman; Garth Monaghan, Member; Mark Espie, Treasurer; Steve Soles, Solicitor; Chris Della Penna; Twp. Engineer (audience); Denise Miller, Secretary.

The meeting was called to order by Mr. Broadbent at 5:40 for the T-Mobile Continued Conditional Use Hearing and turned over to Steve Soles.

Mr. Soles re-opens the record for T-Mobile Northeast LLC. Mr. Soles calls off the names of the 6 residents who entered their names into the record at the last hearing.

Mr. Soles turns the hearing over to Mr. Petrosa to continue with his case and calls on Mario Calabretta, P.E to testify.

After several parties question Mr. Calabretta the Hearing is over at 7:40 pm and continued until April 29, 2003 at 5:30 PM – 7 PM.

Stenographic notes of testimony of the public hearing were taken by Jennifer Guy, Official Court Reporter, and will contain all comments and will be available in the Township Office during regular business hours once completed.

Mr. Broadbent opens the regular BOS meeting at 7:50 PM with the pledge of allegiance.

APPROVAL OF MINUTES: Garth Monaghan moves to accept the February 26, 2008 minutes. Chris Makely 2nd. Comments? Paula Coyne would like clarification on what Mr. Broadbent meant when he said that he is not in favor of forming the Historic Commission unless the members are present and why he never returned her phone call. Mr. Broadbent states he meant he would like to have someone in attendance from the Historic Commission before it is formed and apologies for not returning her call. Mrs. Coyne accepts. Mrs. Coyne would liked to have been informed if this was the case and also states that their minutes have been posted on the web and has also been attending the meetings but leaves because they are too long. Mr. Broadbent apologies and Mrs. Coyne accepts. Vote: Unanimous.

SOLICITOR REPORT: Steve Soles

Policy of things left in the meeting room - Mr. Soles states there is no legal requirement on how long to keep things. The Board decides to have a lost and found box.

Permit fees being doubled - Mr. Soles states if it's related to actual work that needs to be done because of professional involvement post- construction there is no issue in increasing the fee as long as it doesn't turn into a penalty. The Board would also need to have a resolution to explain the reason of the increased fee. Under the Boards direction Mr. Soles will prepare a resolution for the next meeting.

Ordinance 2008-03 – Chris Makely motions to approve Ordinance 2008-03 Contractors Registration. Garth Monaghan 2nd. Comments? Peter Massaro states \$50.00 is a very low fee.

Garth Monaghan states the purpose of this Ordinance is to help protect residents when hiring contractors. George Broadbent clarifies that if you need a permit the contractor needs to be registered. Lou Wilson asks will their license and liability be required. Mr. Soles states they will and it is explained in the Ordinance. Mr. Soles states this Ordinance is for any person other than a bona fide employee of the owner, who undertakes or offers to perform construction, installation, repair re-roofing, remodeling rehabilitation, demolition, plumbing, HVAC, electrical, and any other residential or nonresidential construction, rehabilitation, installation or demolition work in the Township, whether as a general contractor, subcontractor, specialty contractor, or home improvement contractor with respect to the owner and under Section 18 it states there will be a violation. George Broadbent calls for a vote to advertise Ordinance 2008-03. Vote: Unanimous.

Contractors Registration Form – Chris Makely motions to approve the 2008 Contractor Registration Form with the addition of all questions must be answered in their entirety. George Broadbent 2nd. Comments? Vote: Unanimous.

Resolution 2008-05 supporting House Bill 397 - This Bill would amend the MPC to allow municipalities to levy impact fees for police, recreation, and fire and emergency services while retaining and improving the current authority to levy transportation impact fees - George Broadbent moves to pass Resolution 2008-05 in support of House Bill 397 of the 2007-2008 session of the PA General Assembly. Chris Makely 2nd. Comments? Vote: Unanimous.

Resolution 2008-06 – Deferred until next month because the Resolution does not say what the amount to be charged to residents is.

Codification – Mr. McLarnon and Vince Pompo have reviewed Keystone Publisher’s recommendation.

Employee Insurance – Chris Makely states the Employee Manual has the Twp. paying 100% of employee insurance and there are other changes to be made. Mr. Soles states a motion should be made to change the Employee Handbook. George Broadbent moves to adopt the policy where the Twp. Employees pay 10% of their benefits and for the Employee Handbook to be updated by the Solicitor to reflect the current policies set by the Board. Chris Makely 2nd. Comments? Bob King recommends using the word flex time regarding working hours. Vote: Unanimous.

CITIZENS BY REQUEST:

Deborah Rush – Asks the Board to control the negative comments made by some members of the community regarding the Township volunteers and employees. Ms. Rush also comments on the length of the meetings.

Bob King – Asks if the Beagle Club Grant has a time frame. Mr. Monaghan states there is an open-end agreement. Mr. King also comments on the police & road crew carry over sick time. Mr. Broadbent states this time will be added as a line item on the budget.

Dennis Crook – Reads a letter to the Board regarding the appointment of Ryan Ray to the Planning Commission and asks him to step down and have the procedure to appoint someone done correctly. Mr. Crook also feels this was a willful and discriminatory act against him. Mr. Broadbent states Mr. Ryan’s appointment was not done in a discriminatory way against Mr. Crook.

CORRESPONDENCE:

Tree Tender Training information left on the back table for residents to take.

Meeting Room Policy – Chris Makely states Denise Miller will set up a policy for the meeting room and then have the Solicitor approve it.

2008 Agricultural Security Committee – Chris Makely states this Committee should be made up of 3 active farmers, 1 citizen and 1 member of the governing body. George Broadbent appoints Garth Monaghan as the Agricultural Security Committee Chairman, Sharon Scott and the citizen representative and Paula Coyne, Scott Wybranski, Bill Elkins and Jacqueline Colyer as the active farmers. Mr. Broadbent withdraws his appointments, except Garth Monaghan as Chairman, and asks all interested candidates send a letter explaining why they want to be a part of the Committee and qualifications.

Mr. Makely recommends adding to the agenda, adopting the Planning Commission (PC) policy to all Committees. Chris Makely motions to adopt the PC's guidelines for recommending members, filling positions and appointments to the 2nd class Twp. sanction Commissions. George Broadbent 2nd. Comments? Siti Crook would like clarification on Mr. Makely's statement saying that this takes care of the Crook's complaint on discrimination. Mr. Soles states that the Board never gave the impression that they agreed to any discrimination, what Mr. Makely said was this would address a concern raised by a citizen that they would adopt this policy. In no way did the Board agree or admit to any kind of discriminatory act. Siti Crook doesn't see how this takes care of what happened in January with the PC appointment. Mr. Makely states he said this policy would address Mr. Crook's question on how appointments are made. Vote: Unanimous.

George Broadbent appoints Mr. Monaghan as Chairman of the Agricultural Security Committee.

Township Nextel phones – Mr. Makely states some employees are using excess phone time. Mr. Soles recommends adding a phone policy to the Employee Manual.

Destroy – George Broadbent moves to authorize the Secretary to destroy the 1997 and 1998 burn permits which are required to keep for 3 years. Garth Monaghan 2nd. Comments? Vote: Unanimous.

TREASURER'S REPORT:

Mark Espie gives the February report. Copies were available on the back table. George Broadbent moves to adopt the Treasurers report as given and authorize the Treasure to make payments from the General Fund. Chris Makely 2nd. Comments? Chris Makely states the \$42,000 will not be on line item 450 in March and asks if the 2,700 hrs. (\$79,000.00) of unused sick time carried over is a liability? Mr. Soles states it is a potential liability not an actual liability and needs to be accounted for on the Twp. books. Chief Mango believes there is no issue because the current Police contract does not require a sick time payout. Mr. Broadbent tables this issue for next month. Vote: Unanimous.

POLICE: Chief Mango

The February report was available on the back table for review.

General Order #1.10.0 "Training"- Mr. Makely states he requested a line be added for the responsibility for being responsible for the overlooking to make sure it falls in the budget. Chief Mango states he will do this.

Resignation – George Broadbent moves to accept Karen Wilson's resignation effective March 28, 2008 with regrets. Garth Monaghan 2nd. Comments? Chris Armentas questions how will the sick

time audit be done without the person who did the time. Steve Soles states the Board can answer generally but cannot get into specifics related to Mrs. Wilson's employment. Chief Mango is confident that the audit will be ok and Mrs. Wilson will be available for any questions.
Vote: Unanimous.

Police job advertisement – George Broadbent moves to create 2 positions one PT assist. to the Secretary and 1 PT police admin. Assist. to be advertised accordingly. Garth Monaghan 2nd. Comments? Bob King asks how many hours are the positions. Chief Mango suggests limiting each position to 32 hrs. a week and adjust either way as necessary. Vote: Unanimous.

K-9 participation in the SPCA "Walk for Paws event – George Broadbent moves to have Chief Mango participate in the SPCA Walk for Paws on May 4, 2008 at Hibernia Park. Garth Monaghan 2nd. Comments? Mr. Makely states this should not have to come to the board because it is on Chief Mango's own time. Mr. Broadbent withdraws his motion.

Police Coverage - Chief Mango asks the Board what their position is on covering shifts when an officer calls off and a PT cannot work. Mr. Makely thinks FT employees should not be used but hire more part time employees. Mr. Broadbent is comfortable with letting Chief Mango having discretion if he can stay within his budget.
Chief Mango asks the Board what the description of light duty is for a Police Officer who cannot work the streets, can they do administrative and investigative work? Mr. Makely asks under what authority did the current employee become working as light duty. Chief Mango states it has been past practice. Mr. Monaghan states light duty is a term that applies to someone who is not performing their regular work and agrees to have someone doing administrative and investigative work instead of not working. Mr. Broadbent would like to create the light duty only if disability or sick leave cannot be used. Mr. Monaghan would like someone from the medical field to recommend someone going on light duty. Chief Mango will create a light duty description for the Board to review. Mr. Makely requests that Chief Mango provide the Board with the information requested at the May 8, 2008 meeting. Chief Mango will look at the minutes and submit what was requested. Mr. Makely would like to know the statistics on where the numbers came from on the carried over hours. Chief Mango states they are based on a review that Samantha Harper and Karen Wilson did on all the time cards.
The Board directs Chief Mango to submit time sheets to Mr. Espie to do payroll and keep track of his sick/vac. time.

Nextel texting – George Broadbent moves to allow text messaging be added to Richard McAllister's Nextel phone. Garth Monaghan 2nd. Comments? Vote: Unanimous.

Take home police cars – Tabled until next month.

HISTORIC COMMISSION:

Garth Monaghan moves to appoint Mrs. Coyne as Chair of the Historic Commission. George Broadbent 2nd. Comments? After a few residents comments a vote is taken. Vote: Unanimous.

Posted on the web and on the back table were the February and March Historic minutes.

Mrs. Coyne would like the Landscapes 2 report posted on the Twp. website. The Board approves.

Mrs. Coyne asks if Mr. Makely's E-Alerts are rumors or an official report of the Twp. Mr. Makely states it is not a rumor it is something he sends out and is only his opinion and not official Twp. documentation. Mrs. Coyne states she has also been attending the Twp. meetings and has signed the register book.

PARK & RECREATION COMMISSION: Peter Massaro

Mr. Massaro gives the P&R report.

The P&RC recommends to the Board to award the \$3,400.00 to Spotts, Stevens and McCoy to prepare the Community Conservation Partnership Program grant application due April 25, 2008. George Broadbent moves to accept the P&RC recommendation to hire Spotts, Stevens and McCoy to prepare the C2P2 Grant in the amount of \$3,400.00 out of the General Fund and reimbursed out of fee in lieu. Chris Makely 2nd. Comments? Vote: Unanimous.

Friends of the Park with co-sponsor E. Fallowfield Elementary School's PTO held their 2nd Easter Egg Hunt which was a success.

PLANNING COMMISSION:

The PC recommends the Board have the C.C. Public Safety Training Facility move forward with their Conditional Use application.

The PC recommends the Board have the S. Brandywine Middle School District move forward with the landscaping section of the plans and that the Supervisor's might look at the possibility that the School District donate trees to the park.

Brian Bingham, representing K&W Engineering, states they have a Zoning Hearing Board on April 17th requesting an entire variance from the Ordinance of the criteria of 5 shrubs per 20 lineal feet of building façade and the 2,000 square feet of off-street parking and loading area, excluding driveways less than 18' wide, their driveways are 24' feet wide to meet Township Code.

George Broadbent asks Mr. Bingham if they would be open to donating the trees not being planted to the Park. Mr. Bingham replies he would have to ask the District.

George Broadbent moves to adopt the PC recommendations and their letter from March 5, 2008 to grant to the S. Brandywine Middle School. Garth Monaghan 2nd. With discussion. Mr. Monaghan would like some assurance regarding the tree donation. Mr. Monaghan doesn't think the Board should take any action at this point and directs Mr. Bingham to move forward to the Zoning Hearing Board. Comments? Sharon Scott comments on what kind of trees to have for the Park. Mr. Broadbent withdraws his motion and moves to accept the PC recommendation letter. Garth Monaghan 2nd. Comments? Vote: Unanimous.

ROADS DEPARTMENT: Barry Gathercole, Road Foreman

The February 2008 recycling and road reports were on the back table. Mr. Gathercole comments on the recycle meeting regarding single stream recycling which means paper and plastics etc. go into one bin also grants will not be given for small buckets anymore only the larger ones.

Mr. Makely asks who owns the recycle truck at the recycling plant. Mr. Gathercole replies that it belongs to Coatesville.

Mr. Makely comments on the road crew being called out and then same day/night called again.

Buck Run Road EFT Welcome Sign - This can be considered for the 2009 budget.

4000 Mower - Chris Makely motions to approve the repairs on the 2002 - 4000 riding mower with a quote to be determined and paid by the General Fund and reimbursed by the P&R fund. George Broadbent 2nd. Comments? Vote: Unanimous.

County Clean Up Day - The Board approves Barry Gathercole (Tag) to conduct a Clean Up Day on April 19th meeting at the Twp. Bldg. at 8 am with a rain date of March 3rd. George Broadbent moves to have Tag to set up the PA Clean up day on April 19th. Garth Monaghan 2nd. Vote: Unanimous.

E. Fallowfield Twp. Welcome Sign – A resident requested one in a certain area. Mr. Makely states this will have to be planned for the 2009 budget and instructs Denise to send the resident a letter stating this.

PT Snow Plower's being Twp. residents – Mr. Broadbent recommends to run this by Mr. Pompo before anything is done.

Mr. Makely asks Tag about the new road forms to fill out. Tag states if 2 Supervisors approve the new form he will start using it. After much discussion Tag states he will start using the new form.

Mr. Makely states the Employee Manual says employees work 7am-3pm, so that needs to be followed and comp. time is not benefiting the Township. Mr. Broadbent states last year the Board approved the change in hours for the road crew.

EMERGENCY DEPARTMENT:

Westwood's February report and EMS report and the March 2008 Emergency Services Log was available on the back table for review.

UNFINISHED BUSINESS:

Emergency policy for Municipal equip. sharing – Mr. Monaghan states he had not heard from S-ville yet.

Mr. Broadbent states the Twp. will follow Tag being the contact to make the decision on this matter and also states last year the Board approved the change in hours for the guys to come in at 6am. The manual will be reviewed and changes made where needed.

Civil Matters – Mr. Monaghan states the Township will not get involved in Civil Matters.

Prangs Junk Yard – No fence is required but Mr. Broadbent instructs a letter be sent requesting a fence be put up for safety issues.

Employee time cards – Because of the issue with the carryover hours Mr. Broadbent moves to temporarily keep the 2000-2003 employee time cards until the audit is completed. Chris Makely 2nd. Comments? Sharon Scott asks who does the payroll. Mr. Espie replies he does. Vote: Unanimous.

Triple Fresh Grates – Mr. Makely states he will hand deliver a letter to Jim (Owner) requesting they do not wash the grates in the grass.

108 Cumberland Drive fence – Mr. Makely states a letter was sent to Cumberland Drive regarding their illegal fence but was given approval. Mr. McLarnon (Building/Zoning) also sent a letter and the owner refused to take the fence down because he has a letter from the Township saying he can have it. Mr. Makely recommends following through on all code/zoning violations. The Board agrees to pursue the fence issue.

Weaver's Mulch – Mr. Makely states Weaver's is now using trucks equivalent of Tri-axels and they also have been hitting the stop sign on the corner of Strasburg and Rt. 82. Mr. Makely asks if Weavers went through Conditional Use. Mr. Monaghan states no because they were made commercial in 1985. Mr. Monaghan will call Mr. Weaver and get the information stating he is commercial.

Modena Police Vehicle Grant – Mr. Makely states he will make a motion to increase the police coverage fees next month.

Office Scanning System – Strattix Systems is proposing a share point centrix system, which is a website that documents can be put in and taken out. Different Commission can have their own website. Mr. Broadbent states the Twp. can either purchase the server and purchase the services from Strattix or have a monthly fee. Mr. Espie states with the changes it would be better to do a lease. Mr. Broadbent will set up a conference call.

Township Newsletter – Mr. Makely suggests to coordinate a newsletter with the park opening and combine it with the Township and then the P&R can help with the cost.

NEW BUSINESS:

George Broadbent motions to release escrow #9 for Northwoods in the amount of \$45,266.10 payable out of the General Fund. Garth Monaghan 2nd. Comments? Vote: Unanimous.

Artisan Security Systems – Tabled at this time.

Old employee records – Tabled for the April workshop.

PUBLIC PARTICIPATION:

Ryan Ray would like to put an ad in the Newsletter for his company.

Bob King comments on PT police coverage and FT police overtime. Mr. Makely states Chief Mango has not come back to the Board with a recommendation from the Association regarding shift changes.

A resident states the State Police force is limited.

Conrad DeAbreu comments on light duty/sick time. Mr. Broadbent states the light duty will be discussed further.

Sharon Scott asks if she will get a response to her letter to the Supervisors. Mr. Broadbent states it will be addressed. Mrs. Scott comments on why the C.C. Economic Development Council should be investigated by the Federal Government. Mrs. Scott also states that “Romona used to be a good person, totally involved in the Community but then she got hooked in with C.C. economic Development Council ran by Alan Novak”.

ADJOURNMENT:

Meeting adjourned at 12:15 am by George Broadbent. Chris Makely 2nd. Vote: Unanimous.

Respectfully Submitted,

Denise Miller
Secretary