

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS SPECIAL MEETING
August 9, 2016 Approved minutes
6:30 PM

Members Present

Steve Herzog, Chairman
Ed Porter, Vice Chairman
Wilson Lambert, Member

Township Staff Present

Lisa Valaitis, Township Secretary
Pani Martin, Township Treasurer

Township Solicitor

Mike Crotty

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. CITIZENS BY REQUEST

Buddy Rhoades – Mr. Rhoades spoke about Township roads that need to be repaired. He talked about the Fairview Road job. He said Fairview Road was budgeted at \$158,000 and only one bid was received. Mr. Rhoades said he drove around the Township to look at the roads. He said some roads that need to be repaired are Montgomery Drive, Westmoreland Drive, Huntington Circle, Beck Road, and Rokeby Road. Mr. Rhoades stated there are street signs that need to be replaced. Perry Circle needs a sign. He said on Longview Drive trees were taken down in the township right of way. He also discussed Timacula Road and Molineux Road. Mr. Rhoades talked about the dividing lines between East Fallowfield Township and South Coatesville as well as the dividing line between East Fallowfield Township and Newlin Township near Mortonville. Mr. Rhoades suggested having a survey done to determine exactly where the Township boundary lines are. He said there are at least 100 tires with water and mosquitoes in them about a quarter mile down from the police station. Mr. Rhoades suggested doing road work in sections rather than a whole road at once. Mr. Rhoades stated that some of the developments have roads that need work done. He spoke about opening up Mortonville Road and fixing the road with grants. He described the method of fixing it. Inlets are covered with leaves and debris which causes water to run over the roads. Both poor road conditions and tires are concerns for the health and safety of residents. Mr. Rhoades commented on speed limits on Fairview Road and Misty Patch Road.

QUESTIONS AND COMMENTS:

- 1) Ed Porter asked Mike Crotty about the mandated requirements to increase font size on signs. Mike Crotty stated the mandatory aspect has been pushed back. There are new retro reflectivity standards and increased fonts. Mike Crotty stated any new signs would be subject to the requirements. Tag Gathercole stated they have started to replace signs.
- 2) Wilson Lambert addressed the Chairman about the tires that Buddy Rhoades spoke about. He said he hopes someone will direct the Building Code Official to investigate the property with the tires. Steve Herzog volunteered to reach out to Rob McLarnon.

B. INTERVIEWS FOR VACANCY BOARD

1) Purpose of Vacancy Board.

Steve Herzog explained the purpose of the Vacancy Board. If the Board can't come to an agreement on a new supervisor in 30 days then the Vacancy Board has 15 days to cast their vote with the Board to select a supervisor. If the Vacancy Board can't select a supervisor, then the decision goes to the Court of Common Pleas. The Vacancy Board essentially breaks the tie.

2) Thomas Nash.

Mr. Nash stated he would prefer the supervisor position. He recently retired and has been regularly attending meetings. He has been a long time resident and would like to get involved with what happens in the Township. He has knowledge of excavating and blacktop work. Steve Herzog stated he thinks it is great that Mr. Nash has had public involvement by attending meetings regularly. Steve Herzog asked Mr. Nash what he feels is the biggest issue faced by the Township. Mr. Nash stated that he feels roads are a big issue with the Township. Roads have come up as a topic of discussion at many meetings. He said if he were appointed, he would be happy to ride around the Township to inspect the roads. Mr. Porter asked Mr. Nash if he was okay with the balance of the supervisor term of a year and a half. He also asked Mr. Nash if he had the time to attend the workshops and other meetings as needed. Mr. Herzog asked if Mr. Nash would be willing to run for election. Mr. Nash stated he does not know at this time. Mr. Nash said he would use this opportunity to learn as much as he could.

3) Erwin Zeller.

Mr. Zeller said in the past year, he has been regularly attending meetings and has an idea of how the Board conducts its business. Mr. Zeller said he has the wisdom and knowledge to analyze township issues. He also stated that if Mr. Nash is not selected for the supervisor position, he would defer to Mr. Nash to be appointed to the Vacancy Board. However, if Mr. Nash is being seriously considered for the open supervisor position then he would like to be considered for the Vacancy Board.

C. INTERVIEWS OF APPLICANTS FOR BOARD OF SUPERVISOR VACANCY

Steve Herzog stated the interviews for Supervisor are required to be done publicly.

1) George M. Sampson.

Steve Herzog asked Mr. Sampson to state why he is interested in coming on the Board. Mr. Sampson said he has lived in East Fallowfield Township since 2010. Mr. Sampson said he would like to get involved in the Township. He has a lot of management experience. He works at night and has time during the day. Mr. Sampson said he is off on Tuesday nights so meetings are not a problem. Steve Herzog said they sometimes schedule additional meetings on other days of the week. Mr. Sampson said that is not a problem because his job is very flexible. Ed Porter asked Mr. Sampson if he is okay with the remaining term of the position. Mr. Sampson said he is fine with the remaining term.

Steve Herzog asked Mr. Sampson what he felt is the biggest issue facing the Township. Mr. Sampson said one of his concerns is that we in the community don't know each other. He said he would like to see more done socially and get more residents to attend meetings. We would have more influence as a crowd versus as individuals. Ed Porter asked Mr. Sampson if he has attended East Fallowfield Township meetings. Mr. Sampson said he has attended a few. He also stated he has primarily tried to get involved with the Brook Crossing Homeowners Association (HOA). We need to get people concerned about where they live. Steve Herzog asked how he would get more people involved in meetings. Mr. Sampson said he suggested a cook out to the HOA and they never responded. He wanted to ask the Township to use the park and pass out flyers inviting residents. He said we can make an announcement or ask people for ideas. Ed Porter stated Mr. Sampson has some great ideas. Wilson Lambert said he was going to ask about his leadership skills but he answered that. Mr. Lambert said he knows Mr. Sampson is collaborative.

2) Linda Sarnoski.

Steve Herzog thanked Ms. Sarnoski for joining the Park & Recreation Committee. Ms. Sarnoski said she is interested in the supervisor position because after her experience on the Park & Recreation Committee, it has become apparent that there are a lot of areas of process improvement needed in the Township. Ms. Sarnoski said she thinks there needs to be more processes documented. There were no documents in transitioning the new Park & Recreation Committee members. There was no clear direction. Ms. Sarnoski stated there is a lot that can be improved to make the Township run smoother. She said she thinks it is important that we change the impression of the Township to the people in the community. She also stated that she has heard from the community that the Board is unapproachable.

Steve Herzog asked what Ms. Sarnoski thinks the biggest problem is facing the Township. Ms. Sarnoski stated she feels the biggest problem with the Township is internal. She said we need to look at what we are doing and make improvements.

Steve Herzog asked Ms. Sarnoski if the time commitment for the position is a concern. Ms. Sarnoski stated she has no problem with the meetings and the year and a half term for the position.

Ed Porter commented that he noticed that Ms. Sarnoski has been regularly attending meetings. She spoke about how much she has learned attending meetings. Ed Porter stated that attending meetings is one of the best ways to learn. There are a few training / course options for newly elected / appointed supervisors. She said that she looked for information on the Township website and it wasn't there. She said we shouldn't need to call the office for information.

Steve Herzog asked Mike Crotty if Linda Sarnoski would have to give up her position on the Park & Recreation Committee if appointed to supervisor. Mike Crotty said she could stay on the Park & Recreation Committee. She said she would have no problem staying on the Park & Recreation Committee if appointed to supervisor.

3) Randy E. Doan.

Randy Doan stated he was born and raised in East Fallowfield Township. He said he ran his own building and remodeling business for the last 34 years. He avoided Township meetings due to his business. Mr. Doan spoke briefly about his family that lives in the Township. He stated his dad was a Supervisor on the Board for 12 years. He said he has a lot to bring to the supervisor position. He stated he has management skills and works well with people. Most of his job deals with supervising and handling homeowner complaints and problems. He also has a lot of experience working with a team.

Steve Herzog asked what he feels the biggest problem is that the Township faces. Mr. Doan said the problem is the property tax. The goal is to keep costs down, don't waste money, and keep the Township running well. He also stated the Board's goal should be keeping all residents happy and making them feel they have a voice. Every problem can be worked out as long as the problem is worked on.

Steve Herzog asked if Mr. Doan has any issues with the time constraints of the position. Mr. Doan stated the time constraints are not an issue.

Ed Porter said that one of the things that gets lost sometimes is that the Board members are also residents. One of the most important things to think about while on the Board is to try to do your best job and remember we are all residents. Something to never lose sight of is that it's a long term, but do your best to represent the Township.

4) Joan Allen.

Steve Herzog asked Ms. Allen why she is interested in the supervisor position. Ms. Allen said she has lived in East Fallowfield Township for four years and has been in construction and engineering. She was also on the Planning Commission in Massachusetts. She understands the civil situation with the roads

and construction issues. She said she owns and is president of a non-profit organization. She spoke briefly about her non-profit organization which specifically helps local children. Her organization works with the Coatesville Youth Initiative, Junior ROTC Program in school, and the Art Partner Studio. She said helping residents in the Township helps kids in the Township.

Steve Herzog asked if Ms. Allen has any issues with the time constraints of the position. She said she has no problem with the time requirements. She works out of her home.

Steve Herzog asked what the biggest problem for the Township is. She said providing for kids and maintenance of the roads and the parks are the biggest issues facing the Township.

Ed Porter asked what she really likes about the Township. She said she likes that it is peaceful, quiet and the people are nicer than in Massachusetts. The community is nice and the people are friendly.

Ed Porter asked if she admires anything in a neighboring municipality. She spoke about working with South Coatesville to renovate their parks. She thinks maintaining what we already have is important. Ed Porter asked if she had an interest in the East Fallowfield Township Park. She said yes. Ms. Allen stated her non-profit company has the ability to help fund different activities in different parts of the parks.

Wilson Lambert asked who writes Ms. Allen's non-profit company grants. Ms. Allen stated she doesn't have grants. She said her organization is a private non-profit and provide the moneys they have to fund scholarships.

5) Accepting Applications for Board of Supervisor Vacancy.

Steve Herzog spoke about accepting applications up until the August 23, 2016 Board of Supervisor meeting. He asked tonight's applicants to attend the August 23rd meeting. Steve Herzog stated the Board will take a vote at the August 23rd meeting. Mr. Herzog also spoke about the vacancies currently on the Planning Commission and the Park & Recreation Committee. Open positions are always posted on the Township website.

QUESTIONS AND COMMENTS:

- 1) Mr. Nash asked if someone will be put in the Vacancy Board position if a supervisor is selected. The Board replied yes. Ed Porter asked Lisa Valaitis to put the appointment of the Vacancy Board position ahead of the supervisor appointment on the August 23rd Board of Supervisor meeting agenda.
- 2) Buddy Rhoades spoke about the importance of appointing a Vacancy Board member. He also spoke in favor of having a supervisor be appointed as a Park & Recreation liaison to support and give direction to the Park & Recreation Committee. A liaison would have helped the Committee. Mr. Rhoades said everything should be run by the Board. He said the budget and roads are the most important. He asked the Board if they want the elderly residents to move out of the township because they can't afford the school or township taxes. He spoke about the budget. He stated the WCCCOG was a waste of money. Mr. Rhoades said the Township joins different groups that don't benefit the residents. He spoke positively about East Fallowfield joining the Central Chester County Recycling Authority. We get grant money through that and it benefits the residents and the Township. He asked the Board to review contracts that were done by past supervisors to determine if the Township should continue with those contracts.
- 3) Ed Porter spoke about it being an unusual year next year with three supervisor positions being up for election for 2018. He suggested the candidates not selected now consider running in the election in 2018. Steve Herzog stated one position is a two year term and the other two positions will be full six year terms.
- 4) George Sampson asked if there are ways to disperse information to residents other than Facebook and the website. Steve Herzog said there will be a newsletter coming out in September. Mr. Sampson said a lot of residents don't know when the meetings are. Ed Porter commented that when he was first elected, he had Comcast come in with a proposal to film and broadcast public meetings.

Mike Crotty discussed how Comcast would set up and broadcast the meetings by setting up a TV channel. Mike Crotty said it is worked out in the franchise agreement. They will reach out to Comcast and determine what the additional cost would be for this option. Bob King said Comcast was always too costly to record and broadcast public meetings. There was a discussion about Comcast's previous pitch, the total cost, and whether the cost was ever determined.

- 5) Bob King spoke about trash removal and the budget and asked about the collection of old revenue. The Board explained that they don't put the very old trash collection revenue in the budget. However, the Township does collect the old trash revenue that is paid to the Township. The fees keeping accumulating for old uncollected trash. Eventually a lien is put on the property and the house goes to sheriff sale. Mr. King also talked about the money available for Park & Recreation.
- 6) Wilson Lambert asked if he could motion to appoint a person to the Vacancy Board position. Steve Herzog spoke about the benefits of waiting until the August 23rd Board of Supervisors meeting. Mr. Herzog stated waiting would allow time for other applicants to apply.

D. 2016 ROAD PROJECT

Steve Herzog stated the 2016 Road Project cost came down. He asked Tag Gathercole if part of the job was taken out or if the job specifications changed. Tag Gathercole gave an update on the job changes. He stated that sections of Goosetown Road, West Chester Road and South Caln Road were added to the job. Additionally, the amount of milling was reduced to lower the cost. Ed Porter asked Tag Gathercole if he had any west side recommendations and if there is any damage on roads on the west side of the Township. Tag Gathercole said it is all on the east side.

Discussion on 2a modified stone alternative on Fairview Road: Ed Porter talked about 2a modified stone as an alternative for Fairview Road because it isn't a highly travelled road. He spoke about a comparison to a similar area in Wallace Township in which 2a modified stone was used on a road with mansion style homes. Mr. Porter asked if there would be a big money savings by doing 2a modified stone in exchange for giving up Liquid Fuels funds. Tag Gathercole stated, in his opinion, Fairview Road is the worst road in the Township. Ed Porter asked if 2a modified stone could be plowed. Tag Gathercole said it could be plowed but it would be difficult. Ed Porter asked what the Liquid Fuels money breakdown is per mile of road. Tag Gathercole said he thought it is \$4,000 per mile in Liquid Fuels money. Ed Porter stated we would lose \$4,000 in Liquid Fuels by using 2a modified stone and save a lot more money. Ed Porter suggested asking the residents on Fairview Road if they want 2a modified stone on that road. This would provide more money to be available to fix other roads. Mike Crotty commented that you could lose the entire road for Liquid Fuels even though only a section would be done with 2a modified stone. Ed Porter spoke about the Fairview Road residents wanting to keep traffic off the road. Tag Gathercole stated that Fairview Road has been on the list to be repaired since 2010. The Board discussed tabling this until the August 23rd Board of Supervisors meeting. Pani Martin asked if there would still be time to do the project if this is tabled. Tag Gathercole said Long's Asphalt has the Fairview Road on the schedule for late August. Wilson Lambert spoke about maintaining the roads being the job of a supervisor. He spoke about the road needing to be maintained even though there aren't a lot of residents living on that road. Wilson Lambert spoke about the job being only \$400 over budget and stated we should fix the road now and consider 2a modified stone for the next repair. Wilson Lambert stated the 2a modified stone makes sense if we are going to only lose that section of the road in Liquid Fuels. Ed Porter said Fairview Road does need to be repaired but the 2a modified stone is a less expensive alternative to consider.

MOTION: Steve Herzog moved that the Township award the bid for the 2016 road project to Long's Asphalt, in the amount of \$150,471.30, for the road work as identified by the Township Engineer by letter dated August 4, 2016 for Fairview Road, Goosetown Road, South Caln Road and West Chester Road. Ed Porter seconded.

QUESTIONS AND COMMENTS:

- 1) Siti Crook asked about including in the motion a statement about checking with residents on the 2a modified stone alternative and finding out if the Township would lose Liquid Fuels. Mike Crotty stated the

problem with doing that in this situation is that the 2a modified stone was not in the bid package and the job would have to be put back out to bid. It isn't applicable in this case.

- 2) Buddy Rhoades stated he is against this road job. There are other roads that should be a priority over Fairview Road. He said dirt roads can be plowed. Mr. Rhoades talked about types of road work as well as the condition of various roads in the Township including Mortonville Road and the roads in Providence Hill. Mr. Rhoades also discussed needing to get more contractor bids. He commented on the Township picking up chipping. Mr. Rhoades stated he has been commenting on the same issues, such as the tires, and nothing is getting done.
- 3) Erwin Zeller suggested this be tabled due to the complexity of the situation. There are a lot of unanswered questions and alternative options to be considered.
- 4) Steve Herzog stated the issue with doing 2a modified stone is that it would require the job to be rebid. The timing is a concern because putting it back out to bid would possibly push the job back until next year.
- 5) Wilson Lambert stated that hopefully residents will understand that roads that need work will be fixed. He said it doesn't come down to how many residents live on a road. Hopefully the Township is paving roads when it is determined they are the worst roads in the Township. Mr. Lambert stated that he trusts Tag Gathercole's opinion.
- 6) Buddy Rhoades stated that Timacula Road is in as bad a condition as Fairview Road.
- 7) Ed Porter spoke about his earlier suggestion regarding 2a modified stone on Fairview Road. He said he is not saying that just because a road has a few homes on it, that it shouldn't be repaired. He is suggesting an alternative and offering a repair in what he is talking about.

Ed Porter stated, that based upon Tag Gathercole's and Chris Della Penna's recommendations that Fairview Road is the worst road in the Township, he is voting yea based on their recommendations.

VOTE: 3-0

E. APPOINTMENT OF ROADMASTER

Wilson Lambert said he volunteered to be roadmaster to avoid the Township having to hire a township manager. This would save the Township \$100,000 per year that could be put back into the roads. He spoke about a job description for roadmaster from another township that Pani Martin distributed. That job description stated a CDL license was required. Mr. Lambert stated that he does not have a CDL nor will he get one. He said his intention in taking the roadmaster position was that it would be an administrative position that would function like a liaison. He spoke about needing a township manager to do employee performance evaluations. He said if there is a vote for township manager he would vote no because he thinks the Board can all be liaisons. We need to look at administrative departments like the Police Department and the Public Works Department. We need to look at where we can get away from cutting grass and concentrate more on road work. Otherwise we need some type of administrator.

Ed Porter stated that he and Steve Herzog are police liaisons. He stated the police union requires putting someone in that position by contract. Ed Porter said he agreed with Wilson Lambert on needing to do employee reviews. Ed Porter stated according to the public works union, we need to put someone in place to be in an administrative position. Tag Gathercole is not considered that person. He is considered union. Tag Gathercole stated the only thing the union said he can't do is make votes. Tag Gathercole said he can still be roadmaster. He said if you bring a supervisor in as roadmaster, then the union will require that person to join the union. Tag Gathercole stated Wilson Lambert would be a good liaison for the Public Works Department. Mike Crotty stated the road foreman is a working position. The roadmaster doesn't have to be a working position. It is a supervisory position and could not be in the union. Tag Gathercole stated his current title is Public Works Director. Ed Porter talked about Wilson Lambert serving as the Public Works Department liaison. Ed Porter talked about liability due to not putting someone in the roadmaster position to abide by the union contract. Ed Porter stated we would be setting the tone, that later on in time if we didn't put a

roadmaster in place, it could be held against the Township that the contract wasn't enforced. If we do not put in a roadmaster, the Township could lose in grievance situations in the future. Mike Crotty read the description of roadmaster as stated in The Second Class Township Code. There was a discussion regarding hiring a township manager versus a roadmaster. Wilson Lambert stated it is a full time job so maybe the position needs to be a township manager.

Wilson Lambert stated he would like to be the liaison for the Public Works Department. He will be appointed at the next Board of Supervisor meeting on August 23, 2016.

F. APPROVAL OF CRACK & SEAL PURCHASE / RENTAL.

MOTION: Steve Herzog made a motion to approve the SealMaster crack sealing machine rental and purchase of materials for a total cost of \$5,210. Ed Porter seconded.

VOTE: 3-0

QUESTIONS AND COMMENTS:

- 1) Ed Porter asked Tag Gathercole if he had a list of roads to work on. Tag Gathercole commented on most of the work being done in Brinton Station. They may also work on South Bailey Road.
- 2) Buddy Rhoades discussed other development roads that need work. Mr. Rhoades talked about the dip in Goosetown Road and stated fixing this is not the Township's responsibility. He also talked about supervisors needing to do inventory of Township equipment.
- 3) Tag Gathercole stated he has an inventory list of all the Public Works Department equipment. Tag Gathercole stated he talked to Jim Kelly at PA American Water about Goosetown Road. Tag Gathercole stated that Jim Kelly stated PA American Water is only responsible for one year. However, he said if we do Goosetown Road, put a separate bill together and he will try to submit this for approval by PA American Water.
- 4) Steve Herzog stated he needs to remotion because comments were made after the vote.

REMOTION: Steve Herzog made a motion to approve the SealMaster crack sealing machine rental and purchase of materials for a total cost of \$5,210. Ed Porter seconded.

VOTE: 3-0

G. NEWSLETTER PREPARATION & REVIEW OF ARTICLES

Pani Martin stated we want to get the newsletter out by the end of next month. She asked who should review the articles. The Board stated they would all like to review the newsletter articles. Pani Martin will send the articles to the Board for review. Wilson Lambert will submit an article to inform residents that he rode around the Township with Tag Gathercole.

H. PSAB TRAINING – BUDGETING CLASS.

Pani Martin stated PSAB is offering a budgeting class for a cost of \$100. Steve Herzog asked if there is any concern with it being offered by PSAB rather than PSAT. Mike Crotty stated The Borough Code and The Second Class Township Code are roughly equivalent regarding budgeting procedures. Pani Martin will verify membership in PSAB. The Board approved Pani Martin to attend the PSAB budgeting class.

3. ADJOURNMENT

MOTION: Steve Herzog made a motion to adjourn the Board of Supervisors meeting at 8:30 pm. Ed Porter seconded. VOTE: 3-0

Respectfully Submitted,

Lisa Valaitis,
Township Secretary