

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS REORGANIZATIONAL MEETING
January 3, 2017 Approved minutes
6:31 PM

Members Present

Steve Herzog, Chairman
Randy Doan, Member
Wilson Lambert, Member

Township Staff Present

Lisa Valaitis, Township Secretary
Janice Prezuhy, Assistant Township Treasurer

Township Solicitor

Mike Crotty

1. Call to order, silent meditation, and pledge of allegiance.

2. DISCUSSION

A. Election of Temporary Chairman to start the meeting.

Mike Crotty took nominations for election of a Temporary Chairman for the Reorganizational meeting.

MOTION: Randy Doan made a motion to appoint Mr. Steven Herzog as the Temporary Chairman to start the January 3, 2017 Reorganizational meeting. Wilson Lambert seconded.

VOTE: 3-0

B. Election of Chairman.

MOTION: Randy Doan made a motion to appoint Mr. Steven Herzog as the 2017 Board of Supervisors Chairman. Wilson Lambert seconded.

VOTE: 3-0

C. Election of Vice Chairman.

MOTION: Randy Doan made a motion to appoint Mr. Edward Porter as the 2017 Board of Supervisors Vice Chairman. Steve Herzog seconded.

VOTE: 3-0

D. Appointment of Township Solicitor.

MOTION: Steve Herzog made a motion to appoint the firm of Siana, Bellwoar & McAndrew, LLP, for the 2017 year at the rate of \$195.00 per hour for general municipal legal services and paralegal services at \$120.00 per hour. Randy Doan seconded.

QUESTIONS AND COMMENTS:

- 1) Sharon Scott commented that she was disappointed when Mr. Crotty gave a prior report and identified a property as the Johnston Farm. She stated that property has not been the Johnston Farm for 10-15 years. The property should have been identified properly. Mike Crotty clarified that the name Johnston Lot 2 was the name on the subdivision and land development plans and that name was identified by the Township Engineer and Zoning Officer in consideration for approval of a stormwater management agreement. Mike Crotty stated the property was known by the Township as the Johnston Lot 2 Subdivision and Land Development and that was the name the plans were submitted to the Township with. She said it should be identified as the Denny Howell Development.

VOTE: 3-0

E. Legal.

- 1) Notice Only – Bawa Conditional Use Hearing – Next Hearing Scheduled for 1-17-17.

Mike Crotty announced that the next Bawa M. Fellowship Conditional Use Hearing is scheduled for January 17, 2017 at 6:00 pm.

- 2) Notice Only – 2017 Bidding Thresholds Established by the State.

Mike Crotty stated right before year end, the State announced new bidding thresholds which are as follows:

- a. No formal or written bid process required – under \$10,700.
- b. Written/phone quotes required – greater than \$10,700, but less than \$19,700.
- c. Formal bidding required - \$19,700 or greater.

F. Township Secretary and Township Right to Know Officer.

MOTION: Steve Herzog made a motion to appoint Lisa Valaitis as Township Secretary and Township Right to Know Officer at \$17.48 per hour. Randy Doan seconded.

VOTE: 3-0

G. Township Treasurer.

Steve Herzog asked if a separate motion was needed to reappoint the Assistant Township Treasurer. Mike Crotty stated that was not needed because she is continuing under her prior appointment as the Assistant Township Treasurer.

MOTION: Steve Herzog made a motion to appoint Frangipani Martin as Township Treasurer and Township Office Manager, at a salary of \$53,049.31 per year. Randy Doan seconded.

QUESTIONS AND COMMENTS:

- a) Buddy Rhoades objected to the Treasurer's salary. He asked if this is separate than the possibility of hiring a township manager. Steve Herzog confirmed this to be true. Mr. Rhoades commented on past Township treasurers working part-time for years and the Township has not grown that much to support the need for a full-time treasurer. Mr. Rhoades commented that a lot of the billing for the Township is currently being contracted out.

VOTE: 3-0

H. Administrative Assistant.

MOTION: Steve Herzog made a motion to appoint Katherine Archibald as the 2017 part-time Administrative Assistant at \$15.91 per hour. Randy Doan seconded.

VOTE: 3-0

I. November 22, 2016 Board of Supervisors Meeting Minutes.

MOTION: Steve Herzog made a motion to approve the November 22, 2016 Board of Supervisors minutes as presented. Randy Doan seconded.

VOTE: 3-0

J. Established Monthly Meeting Times and Dates.

MOTION: Steve Herzog made a motion to approve the Board of Supervisor's meetings at 6:30 PM on the fourth Tuesday, and their workshop on the second Tuesday, the Park and Recreation Commission meetings at 6:30 PM on the first Tuesday, and their workshop on the third Tuesday, the Planning Commission meetings at 6:30 PM on the first Monday, and their workshop on the third Monday, the Historical Commission meetings at 6:30 PM on the first Wednesday, and their workshop on the third Wednesday. Randy Doan seconded.

VOTE: 3-0

K. 2016 Trash/Recycling Payment Information Sheet.

Steve Herzog stated this sheet was presented for information only. No formal approval is needed. The trash fee is the same for 2017 and is \$210 annually / \$52.50 quarterly.

L. Public Works Department.

MOTION: Steve Herzog made a motion to appoint the following Public Works employees as presented. Randy Doan seconded.

Steve Herzog questioned Tag Gathercole's title under the Teamsters Union. Mike Crotty stated his title is correct.

Public Works Superintendent	Barry "Tag" Gathercole – \$31.63/hr.
Assistant Public Works Superintendent	Tim Gathercole – \$27.49/hr.
Other Public Works Assistant	Greg Leonard – \$23.53/hr.
Other Public Works Assistant	Justin Gathercole – \$23.39/hr.
Other Public Works Assistant and Mechanic	John Weaver – \$23.39/hr.

QUESTIONS AND COMMENTS:

- 1) Buddy Rhoades asked if these hourly rates are set under the Teamsters Union contract. Mr. Rhoades stated the Teamster's usually set hourly rates by seniority and Greg Leonard has been employed by the Township the longest. Steve Herzog stated the hourly rates are set by union contract.

- 2) Sharon Scott stated she objected to the Road Department now being called the Public Works Department. She also objected to the Public Works Department being restructured and unionized.

VOTE: 3-0

M. “As Needed” Snow Plowers.

MOTION: Steve Herzog made a motion to appoint the following “as needed” snow plowers as presented. Randy Doan seconded.

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	Frank Dowlin – \$15.00/hr.
Snow Plower	Eddie Simpson – \$15.00/hr.
Snow Plower	Jim Sisk – \$15.00/hr.
Snow Plower	Chris Corle – \$15.00/hr.
Snow Plower	Tim Peters – \$15.00/hr.

QUESTIONS AND COMMENTS:

- 1) Wilson Lambert asked if the snow plowers use their own equipment. Tag Gathercole stated the part-time snow plowers use Township equipment to plow.
- 2) Buddy Rhoades asked if the snow plower rates are set by the elected auditors. Mr. Rhoades asked when this rate was last changed. Steve Herzog stated the rate has been \$15.00 since he has been on the Board. Mr. Rhoades stated the elected auditors should consider raising rates because other rates have been raised.

VOTE: 3-0

N. Emergency Services.

MOTION: Steve Herzog made a motion to appoint the following Emergency Service employees as presented. Randy Doan seconded.

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.

VOTE: 3-0

O. Police Department.

MOTION: Steve Herzog made a motion to appoint the following police officers as presented. Randy Doan seconded.

Chief of Police	Christopher Porter – \$89,441.84/yr.
Full-Time Police Officer	Edward Masterstefone – \$36.79/hr.

Full-Time Police Officer
Full-Time Police Officer
Full-Time Police Officer
Full-Time Police Officer
Full-Time Police Officer
Part-Time Police Officer
Part-Time Police Officer
Part-Time Police Officer
Part-Time Police Officer

Brian Simmons – \$34.29/hr.
Kevin Simmons – \$34.29/hr.
Richard McAllister – \$34.29/hr.
Gina Malarick – \$34.29/hr.
Francis J. O'Donnell – \$27.43/hr.
Alan Haldeman – \$25.00/hr.
Mark McKinney – \$25.00/hr.
John Rappold – \$25.00/hr.
Steve Hafele – \$25.00/hr.

QUESTIONS AND COMMENTS:

- 1) Sharon Scott objected to the Police Department being over staffed and a large expense to the Township within the last ten years. She also objected to Chief Porter. Steve Herzog stated Mrs. Scott's objection to Chief Porter is a personal matter.

VOTE: 3-0

P. Police Secretary and Police Right to Know Officer.

MOTION: Steve Herzog made a motion to appoint Nancy Baker as the 2017 part-time Police Administrative Assistant and part-time Police Right to Know Officer, at \$18.62 per hour. Randy Doan seconded.

VOTE: 3-0

Q. Building Inspector/Code Officer/Zoning Officer.

MOTION: Steve Herzog made a motion to appoint Keystone Municipal Services, Inc. as the 2017 Township Building Inspector, Code Official, and zoning services at a rate of \$60/hour, building inspection review 50% of the permit fee, electrical inspection and review 50% of the permit fee. Randy Doan seconded.

QUESTIONS AND COMMENTS:

- 1) Randy Doan asked if this is for the same number of hours per week. Steve Herzog stated yes and the rates are the same as the prior year.
- 2) Buddy Rhoades asked the Board if they had reviewed the Zoning Official's cases. Steve Herzog stated the Board wanted to get RFP's from other zoning officials and will have to revisit this. Buddy Rhoades comments on the Zoning Official not following up on a violation of the Township Ordinance. Mr. Rhoades also discussed Morty's Pub on Mortonville Road.

VOTE: 3-0

R. Supervisor Liaison Appointments.

Steve Herzog requested the appointment of Supervisor Liaisons be done at the January 24, 2017 Board of Supervisors meeting.

S. 2017 State Supervisor's Association Convention Voting Delegate.

Steve Herzog asked Randy Doan and Wilson Lambert if they can attend the PSATS Conference. They both said they can't attend. Steve Herzog requested this appointment be done at the January 24, 2017 Board of Supervisors meeting.

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T. Vacancy Board.

Steve Herzog stated the 2016 Vacancy Board position was held by Erwin Zeller, who was not present at this meeting. Steve Herzog asked if anyone in attendance wanted to volunteer for this position. Mr. Rhoades volunteered. Mike Crotty stated that Mr. Rhoades can't hold the Vacancy Board position and be on the Historical Commission. Steve Herzog requested the Vacancy Board appointment be done at the January 24, 2017 Board of Supervisors meeting.

U. Law Offices of John Carnes Jr.

MOTION: Steve Herzog made a motion to appoint The Law Offices of John Carnes Jr. as the 2017 Township Zoning Solicitor at the rate of \$135.00 per hour and \$100.00 for any services done for John Carnes. Randy Doan seconded.

VOTE: 3-0

V. Herbert E. MacCombie Jr. P.E.

MOTION: Steve Herzog made a motion to appoint Herbert E. MacCombie Jr. P.E. as the 2017 Township Sewer Consultant and approve their 2017 fee schedule as presented. The fees range from \$67.50/hour up to \$145/hour up to the level of service provided. Randy Doan seconded.

QUESTIONS AND COMMENTS:

- 1) Sharon Scott asked the Board how Herbert E. MacCombie was selected as the Township's Sewer Consultant. Steve Herzog discussed the projects that Herbert MacCombie is currently working on for the Township such as the Act 537. Mrs. Scott also commented that it is a conflict of interest that Dennis O'Neill is on the Zoning Hearing Board and is also employed by MacCombie. Mike Crotty stated it is not a conflict of interest. Lisa Valaitis stated that Dennis O'Neill's term on the Zoning Hearing Board expired at the end of 2016 and he is not serving another term.

VOTE: 3-0

At 7:02 pm, the Board dismissed the Township Solicitor, Mike Crotty from the meeting.

W. Traffic Planning and Design ("TPD").

MOTION: Steve Herzog made a motion to appoint Traffic Planning and Design as the 2017 Township Traffic Consultants, and approve their 2017 fee schedule as presented. Randy Doan seconded.

VOTE: 3-0

X. Township Engineer.

MOTION: Steve Herzog made a motion to appoint Della Penna Engineering, Inc. as the 2017 Township Engineer, and approve the 2017 fee schedule as presented. Randy Doan seconded.

VOTE: 3-0

Y. Resolution 2017-01 Revised Fee Schedule.

MOTION: Steve Herzog made a motion to approve Resolution 2017-01 approving the revisions to the Township Fee Schedule, Secretary's Draft 12/28/16. Randy Doan seconded.

QUESTIONS AND COMMENTS:

- 1) Steve Herzog asked if there were any fee changes. Lisa Valaitis stated the only change to the 2017 Fee Schedule is that the fee for picking up mattresses was removed because to the Township no longer provides this service.
- 2) Sharon Scott asked if the 2017 Fee Schedule would be posted on the website. Lisa Valaitis stated it will be posted on the website after approval and signatures.

VOTE: 3-0

Z. Agricultural Security Area Committee.

- 1) Reappointment of Arthur DeLeo to the Agricultural Security Area Committee 2017 to 2021 term.

MOTION: Steve Herzog made a motion to appoint Arthur DeLeo to the Agricultural Security Area Commission 2017 to 2021 term. Randy Doan seconded.

VOTE: 3-0

- 2) Appointment of Joe McCormick to the Agricultural Security Area Committee 2016 to 2017 term.

MOTION: Steve Herzog made a motion to appoint Joe McCormick to the Agricultural Security Area Commission 2016 to 2017 term. Randy Doan seconded.

VOTE: 3-0

- 3) Appointment of Clarence Rhoades Jr. to the Agricultural Security Area Committee 2016 to 2019 term.

MOTION: Steve Herzog made a motion to appoint Clarence Rhoades Jr. to the Agricultural Security Area Commission 2016 to 2019 term. Randy Doan seconded.

QUESTIONS AND COMMENTS:

- a. Sharon Scott stated that Clarence Rhoades Jr. is deceased as of 2013. The motion should read Clarence Rhoades III.

Steve Herzog rescinded the motion.

MOTION #2: Steve Herzog made a motion to appoint Clarence Rhoades III to the Agricultural Security Area Commission 2016 to 2019 term. Randy Doan seconded.

QUESTIONS AND COMMENTS:

- a. Sharon Scott stated she objected to Clarence Rhoades III being appointed to any Township committee.

VOTE: 3-0

4) Appointment of 2017 Chairman.

Steve Herzog requested this appointment be rescheduled for the January 24, 2017 Board of Supervisors meeting.

_____ – Chairman for 2017
Joe McCormick – Resident 2016-2017 (2-year term)
William Elkins – Farmer - 2015 to 2017 (3-year term)
Clarence Rhoades III – Farmer - 2016 to 2019 (4-year term)
Arthur DeLeo – Farmer - 2017 to 2021 (5-year term)

AA. Zoning Hearing Board.

Ellis Weiss- Member - 2015 to 2017
Nelson Walter – Member - 2016 to 2018
VACANT – Member - 2017 to 2019

BB. Planning Commission.

1) Appointment of Stephanie Saxton to the Planning Commission 2015-2018 term.

MOTION: Steve Herzog made a motion to appoint Stephanie Saxton to the Planning Commission 2015-2018 term. Randy Doan seconded.

QUESTIONS AND COMMENTS:

- a. Dennis Crook stated that at the last Planning Commission meeting, they voted to have Stephanie Saxton replace George Sampson who recently resigned. They are also considering Mike Domboski as an alternative Planning Commission member.

John Schwab - Member – 2014 to 2017
John Nielsen - Member – 2014 to 2017
Dennis Crook - Member – 2015 to 2018
Joe Perzan - Member 2015 to 2018
Stephanie Saxton - Member – 2015 to 2018
Sue Monaghan - Member – 2016 to 2019
Jim Weeks - Member – 2016 to 2019

VOTE: 3-0

CC. Park and Recreation Committee.

Steve Herzog stated there are currently two Park and Recreation Committee members and five vacancies.

John Zwirzina - Member - 2015 to 2019
Kevin Walls - 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

DD. Historical Commission.

- 1) Reappointment of Sue Monaghan to the Historical Commission 2017-2021 term.

MOTION: Steve Herzog made a motion to appoint Sue Monaghan to the Historical Commission 2017-2021 term. Randy Doan seconded.

VOTE: 3-0

- 2) Reappointment of Arthur DeLeo to the Historical Commission 2017-2021 term.

MOTION: Steve Herzog made a motion to appoint Arthur DeLeo to the Historical Commission 2017-2021 term. Randy Doan seconded.

VOTE: 3-0

- 3) Reappointment of Clarence Rhoades III to the Historical Commission 2017-2021 term.

MOTION: Steve Herzog made a motion to appoint Clarence Rhoades III to the Historical Commission 2017-2021 term. Randy Doan seconded.

QUESTIONS AND COMMENTS:

- a. Sharon Scott stated she is appalled that the Board has ignored her opinion and continues to appoint Clarence Rhoades III to Township boards. Mrs. Scott discussed a resident that spoke to the Board about Clarence Rhoades III at the December Board meeting.

VOTE: 3-0

Joe McCormick – Chairman – 2015 to 2019
Sue Monaghan – Secretary – 2017 to 2021
VACANT - Member – 2015 to 2019
Arthur DeLeo – Member – 2017 to 2021
Lee Schlingman – Member – 2014 to 2018
Fred Bissinger – Member – 2014 to 2018
Clarence Rhoades III – Member – 2017 to 2021

EE. Uniform Construction Code (UCC) Township Representative and Alternate.

MOTION: Steve Herzog made a motion to appoint Joe McCormick as the Township Uniform Construction Code (UCC) representative. Randy Doan seconded.

VOTE: 3-0

MOTION: Steve Herzog made a motion to appoint Clarence Rhoades III as the Township Uniform Construction Code (UCC) alternative representative. Randy Doan seconded.

QUESTIONS AND COMMENTS:

- 1) Wilson Lambert asked what Mr. McCormick was appointed for. Clarence Rhoades III briefly discussed what the Uniform Construction Code representative does. He said each municipality sends a representative to meetings. Any issues relating to UCC and they will hold a hearing.

VOTE: 3-0

FF. Elected Auditors.

Sharon Scott – 2016 to 2021 (full 6-year term)
VACANT – 2016 to 2019 (4-year unexpired)
VACANT – 2016 to 2017 (2-year unexpired)

GG. Tax Collector 4-Year Term.

Steve Herzog stated this position is now overridden by the Chester County Treasurer's office that collects the municipal taxes.

Chris Amentas – 2014 to 2017

HH. Designated Banks.

MOTION: Steve Herzog made a motion to recognize the Township's designated banks as presented. Randy Doan seconded.

First Niagara Bank
Fulton Bank

VOTE: 3-0

II. New Business.

- 1) 95th Annual Educational Conference and Trade Show Supervisor Attendance – Steve Herzog stated that they will determine which Board member can attend the conference at a later meeting.

JJ. Adjournment.

Steve Herzog made a motion to adjourn the January 3, 2017 Reorganizational meeting at 7:15 PM. Randy Doan seconded. VOTE: 3-0

Respectfully submitted,

Lisa Valaitis,
Township Secretary