

East Fallowfield Township  
Board of Supervisors 6:30 pm August 22, 2017 agenda

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

2. APPROVAL OF MINUTES

a. July 25, 2017 Board of Supervisors Meeting Minutes.

MOTION: I make a motion to approve the July 25, 2017 Board of Supervisors meeting minutes as presented.

b. August 8, 2017 Board of Supervisors Workshop Meeting Minutes.

MOTION: I make a motion to approve the August 8, 2017 Board of Supervisors Workshop meeting minutes as presented.

c. August 8, 2017 Board of Supervisors Budget Meeting Minutes.

MOTION: I make a motion to approve the August 8, 2017 Board of Supervisors budget meeting minutes as presented.

3. CITIZENS BY REQUEST

a. Michael Kurland – Brook Crossing – Road and Sewer Maintenance.

b. Nelson Horst - 5K Charity.

4. INTERSECTION OF WEST CHESTER ROAD & SOUTH CALN ROAD

a. Intersection of West Chester Road and South Caln Road – Traffic Plan Design (TPD) – Greg Richardson.

5. MS4 PERMITTING/TMDL PLAN

a. MS4 Permitting/TMDL Plan – Public Comment Period - David Bilon, Herbert MacCombie's Office.

6. ACT 537

a. ACT 537 Discussion – David Porter, Herbert MacCombie's Office.

7. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

a. July Westwood Fire Company Fire Chief's Report submitted for Board and resident review.

b. July Westwood Fire Company EMS Report submitted for Board and resident review.

c. July Modena Fire Company Fire Chief's Report submitted for Board and resident review.

d. July Modena Fire Company Fire Chief's Report – East Fallowfield Calls Only submitted for Board and resident review.

e. July Modena Fire Company EMS Report submitted for Board and resident review.

8. TREASURER'S REPORT

a. July 31, 2017 Treasurer's Report.

MOTION: I make a motion to approve the July 31, 2017 Treasurer's Report as presented.

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b. Payment Authorizations.

MOTION: I make a motion to approve the Payment Authorizations as presented for the period of July 26, 2017 through August 22, 2017 in the total amount of \$147,440.37 as presented.

d. Paylocity Credits.

e. Payroll/Time Keeping Company.

MOTION: I motion to approve PayTime as our new payroll provider.

f. Writs of Execution – Portnoff.

MOTION: I make a motion to sign the Writs of Execution, as presented.

g. 2016 MMO – Late Penalty.

h. Closing of Key Bank Accounts.

MOTION: I make a motion to have the chairman sign the letter to Carol Martini at Key Bank requesting the closing out of our 8 bank accounts.

i. Resolution No. 2017-10 – for Ford F-350.

MOTION: I motion to approve Resolution No. 2017-10 regarding the Master Lease Agreement with Fulton Bank for the 2017 Ford F-350.

j. Promotion of Lisa Valaitis.

MOTION: I make a motion to promote Lisa Valaitis from part-time to full-time Township Secretary effective 8/23/17 at the rate of \$19.23.

k. New Business/Updates.

9. LEGAL ISSUES

a. Floodplain Ordinance.

MOTION: I move that the Township approve the draft Floodplain Ordinance No. 2017-04 in the form as presented.

b. Bike the Brandywine & 5K Charity Events.

MOTION: I move that the Township approve the request by \_\_\_\_\_ to host the Bike the Brandywine/Charity 5k Run event on \_\_\_\_\_, 2017, on the roads as listed on their submission, subject to the requirement that the Township be named as an additional insured on their insurance for the event, that they arrange for fire police to secure the affected traffic intersections within the Township during the event, and that they coordinate the timing of their event and the \_\_\_\_\_ event such that traffic road passage is maintained.

c. 2215 Strasburg Road.

10. PLANNING COMMISSION

a. Planning Commission Report – Dennis Crook.

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- b. Vision Partnership Program (VPP) – Grant Commitment Letter for Official Map.

MOTION: I make a motion for the chairman of the board to sign a commitment letter with the Vision Partnership Program for a grant to do the Official Map for East Fallowfield Township.

11. POLICE DEPARTMENT

- a. July Police report submitted for Board and resident review.

12. PUBLIC WORKS DEPARTMENT

- a. July Road Department monthly reports submitted for Board and resident review.

13. PARK & RECREATION COMMITTEE

- a. No Report. Committee has 5 vacancies.

14. HISTORICAL COMMISSION

- a. No Report.

15. NEW BUSINESS

16. PUBLIC PARTICIPATION - 20 minutes

17. ADJOURNMENT

- 18. The agenda is finalized the Friday before the regular meeting. However, changes may occur to the agenda up until the Board of Supervisors meeting.

Once a time limit has expired for a particular area, it is up to the Board to:

- 1) Continue the discussion for X amount of minutes.
- 2) Table the discussion until the next meeting.
- 3) End the discussion.