

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
September 26, 2017 Approved minutes
6:33 PM

Members Present

Steve Herzog, Chairman
Wilson T. Lambert Jr., Member
Carol Kulp, Member
Randy Doan, 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 6:33 pm.

2. DISCUSSION

A. RULES OF CONDUCT

Steve Herzog stated the Rules of Conduct are posted in the back of the room.

B. EXECUTIVE SESSIONS

Steve Herzog stated the Board of Supervisors held executive sessions on August 23, 2017 and August 29, 2017 regarding personnel issues.

C. APPROVAL OF MINUTES

1) August 22, 2017 Board of Supervisors Meeting Minutes.

MOTION: Steve Herzog made a motion to approve the August 22, 2017 Board of Supervisors meeting minutes as presented. Carol Kulp seconded.

VOTE: 4-0

2) September 12, 2017 Board of Supervisors Workshop Meeting Minutes.

Steve Herzog stated both himself and Randy Doan were absent from the September 12, 2017 Workshop meeting. Mike Crotty stated the approval of these meeting minutes needs to be tabled until such time that there are three Board of Supervisors present to approve them.

3) September 12, 2017 Board of Supervisors Budget Meeting Minutes.

Steve Herzog stated both himself and Randy Doan were absent from the September 12, 2017 Workshop meeting. Mike Crotty stated the approval of these meeting minutes needs to be tabled until such time that there are three Board of Supervisors present to approve them.

D. PRESENTATIONS

1) SealMaster – Providence Hill Seal Coating – Presentation – Sean Amey.

Sean Amey, from SealMaster, discussed the Aspen surface sealing material which is new material in the industry. He presented a history of SealMaster. Mr. Amey said seal coating material is not PennDOT approved. It is a one-coat, water resistant, light weight material that dries in one and a half hours. He stated the materials are environmentally friendly and water-based. He said they are a manufacturer and not a

contractor. They train crews to do the work and provide the materials which cuts the cost in half. He explained the process involved. Carol Kulp asked how long the seal coating lasts. Sean Amey stated a single coat application will typically last 3-5 years.

Tag Gathercole stated they did seal cracking on the Providence Hill Roads two years ago. Afterwards, the residents in that development started complaining about the appearance of the roads. Randy Doan asked if the seal coating sticks well to seal cracking. Mr. Amey stated it does stick well to seal crack material. There was a discussion about what equipment would be needed. Tag Gathercole said the Township could rent the needed equipment and it would not be necessary to purchase equipment.

Pani Martin stated that there is \$90,000 budgeted for roads in the General Fund. Therefore, there is enough money in the budget to cover the \$6,000 cost.

MOTION: Steve Herzog made a motion to approve Tag Gathercole to work with Aspen for the Providence Hill Development seal coating project in the amount of \$5,955. Randy Doan seconded.

QUESTIONS AND COMMENTS:

- a. Wilson Lambert stated that during tar and chipping roadwork there are usually signs posted that state "at your own risk." Mr. Amey stated there will be signs posted and communications to residents prior to the work being done. He said if a car drives on the material, the material will be ruined but the vehicle wouldn't be damaged.

VOTE: 4-0

E. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

1) Westwood Fire Department Update.

Battalion Chief John Sly spoke about the current lack of volunteer fire fighters crisis as well as funding problems. He stated Westwood still has the same funding problems. He announced there is an upcoming meeting for local municipalities to discuss the lack of volunteer fire fighters. Chief Sly requested a representative of East Fallowfield Township attend the meeting. Chief Sly also reported Westwood won a retention and recruitment grant. The grant money was used to send out 4,000 volunteer fire fighter recruitment mailers. No one has responded to the mailer. Chief Sly reported there was no ambulance service available this morning. He discussed the condition of the EMS vehicles. There is 148,000 miles on one ambulance and 128,000 miles on the second ambulance. Chief Sly stated something has to change or we may not be able to provide emergency service by January. Chief Sly also spoke about the option to add a fire tax.

2) August Westwood Fire Company Fire Chief's Report submitted for Board and resident review.

3) August Westwood Fire Company EMS Report submitted for Board and resident review.

4) August Modena Fire Company Fire Chief's Report submitted for Board and resident review.

5) August Modena Fire Company Fire Chief's Report – East Fallowfield Calls Only submitted for Board and resident review.

6) August Modena Fire Company EMS Report submitted for Board and resident review.

F. PRESENTATIONS

1) ClearGov – Presentation – Tom Heffernan.

Tom Heffernan presented ClearGov by telephone. ClearGov is a website that provides transparency, year-end comparisons, graphs, and benchmarking of statistics for municipalities. Mr. Heffernan discussed other

local municipalities that are using ClearGov. He offered the Township trial use of ClearGov for no charge for the rest of the year. Tom Heffernan explained they get their data from information collected as part of the census, annual reports submitted to the DCED, the Department of Revenue, and the Department of Public Works.

Pani Martin stated ClearGov is a useful budgetary tool and will give the Board the ability to compare and contrast East Fallowfield Township to other municipalities. The website will also be available to residents to view online. The Township will not be billed for this product until January 2018. Randy Doan stated that normally the cost is \$3,500 but it will only cost \$3,000 if the Township decides to continue with the product after the trial period ends. There will be a link to the ClearGov website on the Township website.

MOTION: Steve Herzog made a motion to allow Pani Martin to work with ClearGov, Inc. to setup their service for the cost of \$2,975 that will not be due until 2018. Carol Kulp seconded.

QUESTIONS AND COMMENTS:

- a. Sharon Scott recommended the Board not move forward with this. She said it is not necessary. She said the data can be taken from the Chester County Planning Commission and the Comprehensive Plan. We don't need more data. The Board should know the township finances very well.
- b. Randy Doan stated this website is not as much for the Board as for residents. The website is more for residents to view data without filing a right to know request.

Steve Herzog rescinded the first motion.

MOTION: Steve Herzog made a motion to approve Pani Martin to do the four- month free trial of ClearGov with a vote in January to determine if we will keep the service or not. Carol Kulp seconded.

QUESTIONS AND COMMENTS:

- a. Wilson Lambert addressed Sharon Scott's comments. Mr. Lambert stated he heard Sharon Scott state the money for this should be given to the fire companies. Mr. Lambert said that this is a way to inform residents on what other townships are paying. This tool could identify which townships have a fire tax. Mr. Lambert stated it is a free service so why not approve use of it while it is free. This will inform residents and allow them to do a comparison to other townships without doing right to know requests.
- b. Sharon Scott said we only have so many residents with so much income. She stated the Township has to live within its means. Mrs. Scott stated our school taxes are the main expense and now the Township expenses are escalating. She stated she feels the pain of writing checks for taxes on a limited income.
- c. Joe Heffern stated he agreed with Wilson Lambert. It is a free service and we should use it while it is available for free. He didn't think Pani Martin would need to devote much time to it. Mr. Heffern stated East Fallowfield Township is not an island when it comes to fire companies so it is helpful to know what other townships are spending on fire services.
- d. Kat Dirado stated it could also allow residents to get more engaged.
- e. Buddy Rhoades cautioned the Board and candidates to be aware of the amount of time this will take for the office staff. Mr. Rhoades stated there is an item on the agenda entitled "Additional Help in Office Needed" which indicates the office staff is short on time. He listed other tasks that the office staff is already responsible for.
- f. Joe Heffern reported he visited the Modena Fire Company recently. He also stated he discovered that Newlin Township has a fire tax. This website tool will help residents see what other townships are doing and spending.

- g. Sharon Scott stated that CCATO puts out a booklet that has a chart of statistics by municipality. The chart has data such as which municipality has a police department, fire tax etc.

VOTE: 3-1 (Steve Herzog, Randy Doan, and Wilson Lambert voted yea. Carol Kulp voted nae.)

G. POLICE DEPARTMENT

- 1) August Police Department Report submitted for Board and resident review.
- 2) Approval to Promote Part-Time Police Officer John Rappold to the Position of Full-Time Police Officer.

MOTION: Steve Herzog made a motion to promote part-time police officer John Rappold to the position of full-time police officer at the rate of \$33.84 per hour, per the CBA. Randy Doan seconded.

QUESTIONS AND COMMENTS:

- a. Buddy Rhoades asked what the total benefits package is for a full-time police officer. Steve Herzog stated it depends on whether they elect single or family medical insurance.
- b. Sharon Scott asked how many full-time and part-time officers the Township has. Chief Porter stated there are five part-time officers and six full-time officers. This promotion is to replace an officer that retired. Mrs. Scott objected based on budgetary purposes. She commented that other townships utilize state police coverage at night. She stated we should utilize state police for coverage.
- c. Steve Herzog stated this full-time police officer position is already in the budget.
- d. Kat Dirado stated that residents/families are thankful that the East Fallowfield Township Police arrive so quickly on the scene of an emergency. Families appreciate the police and want the police coverage in the Township as opposed to state police coverage.
- e. Buddy Rhoades stated the police need coverage for vacations. He said he would approve the seventh full-time officer and possibly an additional part-time officer.
- f. Joe Heffern stated he completely agrees with Mr. Rhoades.

VOTE: 3-1 (Steve Herzog, Randy Doan and Wilson Lambert voted yea. Carol Kulp voted nae.)

H. TREASURER'S REPORT

- 1) August 31, 2017 Treasurer's Report

MOTION: Steve Herzog made a motion to approve the August 31, 2017 Treasurer's Report. Carol Kulp seconded.

VOTE: 4-0

- 2) Payment Authorizations.

MOTION: Steve Herzog made a motion to approve the Payment Authorizations as presented for the period of August 23, 2017 through September 26, 2017 in the total amount of \$189,173.67. Carol Kulp seconded.

VOTE: 4-0

3) Liquid Fuels Audit – Examination Report.

Pani Martin presented the Department of Auditor General Liquid Fuels Audit for 2016. Ms. Martin reported there was one finding in the audit. The Township overspent by \$344 on bituminous material in 2016. The \$344 was returned to Liquid Fuels from the General Fund.

4) Mortonville Road – Engineering Costs.

Pani Martin reported that when Brian Dayton, Services Representative from PennDOT, visited the office and discussed the Mortonville Road MS-999 Report, it was discovered that more than 10% of the job cost was spent on engineering costs. Liquid Fuels rules prohibit a township from spending more than 10% of the total job cost on engineering costs. Ms. Martin stated she was previously not aware of this restriction. This will be a finding in next year's Liquid Fuels audit. She is working with Liquid Fuels to correct this situation. Pani Martin stated the engineering costs for the Mortonville Road reopening was \$11,948.99. Pani Martin stated that \$10,000-\$11,000 will need to be taken out of the General Fund to reimburse the Liquid Fuels Fund. Steve Herzog commented that there is \$90,000 budgeted for roads in the General Fund that will cover this transfer of funds.

5) CCHD – Septage Management Monitoring System (SM2S).

Pani Martin reported that the County held a septage management monitoring system meeting which she attended. The County system is back up and running and as of August all haulers are required to report through this system to the County. Ms. Martin stated this data is then sent to the municipality. There is also an online portal. She forwarded the information to David Porter who is coming to the office on Friday to look at the backend of this system and work with the Township. She will continue to follow up with David Porter. This will aid the Township in the possible future sewage management program that the Township may opt to implement as part of the Act 537 Plan requirements. This should hopefully ease the burden on municipalities.

6) Park Day – Saturday, October 14, 2017.

Pani Martin reminded everyone that the Township's Park Day is on Saturday, October 14, 2017 from 10:00 am to 4:00 pm at the East Fallowfield Township Park located at 900 Buck Run Road. It is rain or shine. This year we have a lot of wonderful sponsors including: David's Drive, Krapf Buses, Hidden Valley Estates, Madsen Tree Service, Herbert MacCombie, and Siana Bellwoar.

7) Codification.

Pani Martin reported that an inconsistency was found between the Township's Subdivision and Land Development application and the Township's Ordinance. The application has more requirements. Ms. Martin stated it looks like submission requirements to other agencies has changed and the Township updated the application. However the Township Ordinance was not updated to agree with the application. Solicitor Crotty and the Board said this needs further review.

8) Payroll Check Signature Authorization.

Pani Martin said our new payroll company offers an option for non-direct deposit checks / live checks to have the Board's signatures placed on the check. This would apply to Valic, garnishment, union fees and standard deductions from paychecks. Solicitor Crotty recommended Pani Martin speak to the auditors about this because it can come up as an audit finding. The Board will discuss this further after Pani Martin speaks to the auditors.

9) Additional Help in Office Needed.

Pani Martin requested the Board of Supervisors hold an Executive Session to discuss office staffing needs. Pani Martin stated this goes with the overall office staffing requests and discussion however there is additional temporary needs coming up in the future. Steve Herzog asked Pani Martin if a temporary employee would help with the temporary office coverage requirements. Ms. Martin stated it would help if the person was brought in now for training. There was a discussion about alternatives for work coverage. The Board discussed advantages of using an employment agency and which agency to use.

MOTION: Steve Herzog made a motion to authorize Pani Martin to work with Randstad to hire a temp.in the office at a rate not to exceed \$25.00 per hour to work up to 30 hours per week for 60 days. Carol Kulp seconded.

QUESTIONS AND COMMENTS:

- a. Kat Dirado said using Lisa Valaitis or hiring an additional staff member would allow someone to fill in as needed after this particular staffing need is over. She also suggested hiring a college student and having them fill in at the office as needed.
- b. Buddy Rhoades stated there is \$100,000 in the budget for a township manager that isn't being hired. He also stated the Board needs to realize that the decisions the Board makes creates more work in the office.

VOTE: 4-0

I. LEGAL ISSUES

1) Agricultural Securities Area Application – John and Frances Wright.

Solicitor Mike Crotty reported that the Township received an application from property owners that wish to participate in the agricultural security area. Mike Crotty explained the Agricultural Securities Program which is a program in which land owners can request their property to be designated as an agricultural property. Being under the agricultural security area protects a land owner from eminent domain. It also allows the land owner to participate in federal or state grant programs and it allows the landowner to get additional loans and easements.

Solicitor Crotty discussed the requirements which are as follows:

- Once the application is received by the Township, advertise that we received the application.
- Give anyone else who wants the opportunity to participate in the program this go around to come forward and submit an application within 30 days.
- The application is then provided to the East Fallowfield Planning Commission, Chester County Planning Commission, East Fallowfield Township AG Securities Committee, and other agencies for an additional review period.
- At the end of that review period, a second advertisement is required for a public hearing to consider approval of the agricultural security area application.
- State law requires that every seven years the entire agricultural security area needs to be reapproved. The Township could consider doing a seven-year review when an application is received. If the entire agricultural security area is not reapproved, it is deemed readopted. Mike Crotty recommended the Board stick with the current application for cost purposes.

MOTION: Steve Herzog moved that the Township advertise the notice of receipt of the Wright Agricultural Security Area Application. Carol Kulp seconded.

- a. Mike Crotty stated the tax parcel identification number is 47-4-4.2 and it is an 8-acre property.
- b. Randy Doan asked if the property is actually agricultural. Mike Crotty stated that is what has to be established. Per their application, they are certifying their property is agricultural.
- c. Buddy Rhoades reminded the Board that there is an East Fallowfield AG Security Committee that would need to review the application.
- d. Sharon Scott asked if eminent domain would have prevented pipelines. Mike Crotty stated it might have because they would have then had to go to the state-wide Agricultural Security Area Preservation Board to push their case. She asked what the minimum acreage is. Mike Crotty explained that if your property is over 10 acres, you are presumed to be agricultural and are approved. For properties under 10 acres, the owner needs to establish at a public hearing that they receive at least \$2,500 annually for agricultural operations.

VOTE: 4-0

2) Zoning Hearing Board Special Exception Hearing – Madsen - 510 Doe Run Road – October 17, 2017.

Mike Crotty announced that the Zoning Hearing Board received a special exception hearing application submitted by Deane Madsen for 510 Doe Run Road, East Fallowfield, PA 19320. The hearing is scheduled for October 17, 2017 at 6:00 pm. As stated in the public notice, the applicant plans to replace the garage plywood floor with concrete, replace the roof due to water damage, and add a second floor. The applicant also wants to maintain the existing non-conforming office-garage use for storage of equipment for his tree service company.

3) Zoning/Code Enforcement Services – Keystone Municipal.

There was a Board discussion about what hours and services to select for expanding Keystone Municipal's services to include Mondays, Wednesdays and Fridays. The Board decided to offer additional inspections on Mondays, Wednesdays, and Fridays from 8:00 am to noon. There will be no commercial inspections and no zoning decisions will be handled during these extended hours.

MOTION: Steve Herzog made a motion to approve expanding Keystone Municipal services to Monday, Wednesday and Friday from 8:00 am - noon to do only residential inspections. Carol Kulp seconded.

QUESTIONS AND COMMENTS:

- a. Buddy Rhoades stated he reviewed the Keystone Municipal contract recently. Under Act 42 of PA Section 8541, the Township is supposed to insure Keystone Municipal. Buddy Rhoades asked if Keystone Municipal ever showed the Township a certificate of insurance. Mr. Rhoades also commented that the fee for the zoning officer to attend a Zoning Hearing Board hearing is \$95 which is different from the regular rate. Mr. Rhoades requested the Board read the contract. Pani Martin also stated that Keystone Municipal has shown a certificate of insurance. Randy Doan stated municipalities have immunity for inspections if a building has problems. Mike Crotty explained the legality of the 2007 Keystone Municipal contract. He stated the Township could renegotiate with Keystone Municipal. He said the Tort Claims Act provides limited protection to the Township. Buddy Rhoades spoke about a property on Mortonville Road that is having work done. He also stated he wanted to make sure the Board is aware of the correspondence that comes from the Historical Commission to Rob McLarnon. No action has been taken on this correspondence.

VOTE: 4-0

4) Subdivision and Land Development Professional Consultant Review Fees – Outstanding Balance.

Mike Crotty explained when an applicant goes through the subdivision and land development application process, the applicant is required to reimburse the Township for legal and engineering fees associated with the review and inspections related to their application. Mr. Crotty stated the Ridgecrest Development has substantial outstanding fees due to the Township for reimbursement.

Solicitor Crotty listed the options which are as follows:

- Hold back on releasing plans that get recorded at the County.
- Require an escrow from developers upfront when they submit an application. The Township does require this. The amount can be drawn down to satisfy the requirements. Mike Crotty stated the questions are how much was initially put in and how much has been drawn down on. Is there any money in the escrow account attributable to this developer? Some investigation will need to be done.
- File a lien against the property.

Mike Crotty recommended the Board prepare the lien and at least serve notice of it to the developer at the time, property owner and bank doing the foreclosure. If this does not spur discussion/action then the Township can pursue the lien.

MOTION: Steve Herzog made a motion to pursue the lien against the Ridgecrest Property for outstanding professional consulting review fees of \$17,831.20 plus interest plus attorney fees. Randy Doan seconded.

QUESTIONS AND COMMENTS:

- a. Sharon Scott asked the Board to consider taking over ownership of the property under eminent domain. The property could be made into a township park. Solicitor Crotty explained the process of eminent domain and the costs associated with that process.
- b. Buddy Rhoades asked what the Township can do about the two homes on the property being damaged. Mike Crotty stated that would need to be pursued through the zoning officer because it is a property maintenance issue. The zoning officer could cite the owner and get a fine imposed against them.
- c. Sharon Scott asked who the lien is going to be filed against. Mike Crotty stated the lien will be filed against the property owner of record, while giving notice to the developer and the bank. She also requested a second motion including a letter to be sent to the bank inquiring what is owed on the property and what the Township would have to pay to purchase the property.

VOTE: 4-0

5) Videotaping of Public Township Meetings.

Solicitor Crotty addressed the topic of videotaping of public township meetings as requested at the previous Board of Supervisors meeting. Solicitor Crotty stated that the Sunshine Act prohibits the Township from stopping anyone from recording at public meetings. Buddy Rhoades stated a resident can sue anyone for public defamation.

6) Planning Commission – Request for Assistance with Potential Ordinance Amendments.

Mike Crotty asked what parameters the Board would like him to pursue regarding the potential ordinance amendments that the Planning Commission has discussed at their meetings. Dennis Crook discussed the ordinances that the Planning Commission found inconsistencies and problems in. Mr. Crook commented that the R-1 district has shooting range under accessory use.

Dennis Crook discussed Ordinance 1995-07 which addresses three different topics together: shooting ranges, junk yards and communication towers. Sections in the ordinance mention the shooting range originally was supposed to go into four different zoning districts but it is now only in two districts. Mr. Crook said shooting ranges are addressed under Section 402.3F Conditional Use and Section 502.2G Accessory Use. Section 602.4 and Section 702.4 were referenced but Mr. Crook said he could not find anything regarding this. Dennis Crook briefly discussed shooting range restrictions. He stated the conditions and specifications in the 1995-07 Ordinance have disappeared in the current Code. How do we figure out what happened to the original specifications and/or get the original specifications back in the Township Ordinances.

Mike Crotty stated this is basically a codification issue and that Keystate Publishing probably codified the Township Ordinances around this time frame. Mike Crotty summarized what the Planning Commission is seeking help on: shooting ranges, day care centers, agricultural uses, and a potential ordinance for temporary storage containers on properties. There was a discussion on what happens if they do later have General Code do a codification. Mike Crotty explained what codification is and the difference between codified code and the book of Township Ordinances.

The Board authorized the Planning Commission to meet with Solicitor Crotty for four hours.

7) Subdivision Plans.

a. Bawa Fellowship – Under Review.

Mike Crotty updated the Board on the status of the Bawa Fellowship application. He reported that Herbert MacCombie's review has been completed and the Township received the Township Engineer's review letter today (September 26, 2017).

b. Sarah and Ron Bronson – New Application Received.

An application has been submitted by Sarah and Ron Bronson for a subdivision of two lots with a house on each lot. The property is located at 1365 South Bailey Road.

8) 2215 Strasburg Road.

Pani Martin reported the Township has not received the second half of the grass mowing payment for 2215 Strasburg Road. She reported that she followed up with the second owner and no payment has been received. Mr. Crotty suggested the Township contact the owner's lawyer to attempt to get the payment. Mr. Crotty stated it can be helpful to send the bill directly to the attorney. Solicitor Crotty said the pursuit of a lien is not recommended at this point.

J. PLANNING COMMISSION

1) Planning Commission Report – Dennis Crook.

Dennis Crook reported the Planning Commission discussed temporary storage units at their last meeting. They have gathered sample ordinances from other municipalities and reviewed them. None fit perfectly so they are combining the different sample ordinances into one ordinance.

Dennis Crook announced there are Master Planner courses for Subdivision and Land Development coming up in October. He will let the Board know about the course dates when they are finalized.

Solicitor Mike Crotty left the meeting at 9:29 pm.

K. PUBLIC WORKS DEPARTMENT

1) August Road Department Report submitted for Board and resident review.

2) Salvage of TL-90 & Tiger Mower - Discussion.

Tag Gathercole reported to the Board that the salvage company will take \$1,000 for the tractor and \$2,500 for the tiger mower. The Township will then own this equipment. Mr. Gathercole stated another salvage company will buy the tractor for \$1,300 after the mower is removed. The equipment is worth more than the \$3,500 it will cost to purchase it back from the salvage company. Tag Gathercole stated the insurance company has paid the Township. The Board will sign the paperwork when it is submitted to Tag Gathercole.

L. PARK & RECREATION COMMITTEE

1) No Report. Committee has five vacancies.

M. HISTORICAL COMMISSION

- 1) No Report.
- 2) 2121 Strasburg Road Letter to Rob McLarnon Submitted for Board review.
- 3) 109 Fineskinde Farm Lane (109 Strasburg Road) Letter to Rob McLarnon Submitted for Board review.
- 4) Historical Commission Update.

Buddy Rhoades stated he hopes the Historical Commission will have some action taken on the issues he discussed earlier since the zoning officer will be in the Township office five days a week. Mr. Rhoades commented on the outstanding issues being referenced in the previous meeting minutes. He requested that the Board read the previous Board meeting's minutes and the Historical Commission letters. He stated that shooting ranges are inspected and approved by the State.

N. PUBLIC PARTICIPATION

- 1) Sharon Scott asked about the status of the recent Act 537 public meeting. Steve Herzog stated there are no meetings scheduled right now. The Board is waiting on more information from David Porter on a possible sewage management program instead of public sewer. The Board will then have to make a decision on Act 537, advertise it, and take public comment. She asked in regard to the Historical Commission if it is standard procedure for commissions to write letters and take official action. Steve Herzog stated the Historical Commission has authority to review and inspect properties that are historical buildings or on the historical registry. The Historical Commission then forwards recommendations to the zoning officer who would then take action. Mrs. Scott asked who approves the Township invoices. Pani Martin reviews the invoices and the Board approves the payments. The Board can review the invoices that are attached to the checks the Board signs. Mrs. Scott also discussed two previous Right to Know requests: one that required her to go to the County for the requested documents and a second request that incurred legal fees.
- 2) Kit Dirado asked how to get a warning sign about a sharp curve on South Caln Road right before Gosetown Road. She said a warning sign is needed for this sharp curve.
- 3) Buddy Rhoades asked if the fire hydrants in the Township have been inspected.

3. ADJOURNMENT

MOTION: Steve Herzog made a motion to adjourn the Board of Supervisors meeting at 9:49 pm. Randy Doan seconded. VOTE: 4-0

Respectfully Submitted,

Lisa Valaitis,
Township Secretary