

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS WORKSHOP MEETING
December 12, 2017 Approved minutes
6:31 PM

Members Present

Steve Herzog, Chairman
Ed Porter, Vice Chairman
Carol Kulp, Member
Randy Doan, Member
Wilson Lambert, Member

Township Staff Present

Lisa Valaitis, Township Secretary
Pani Martin, Township Treasurer

1. CALL TO ORDER, SILENT MEDITATION AND PLEDGE OF ALLEGIANCE

Chairman Steve Herzog called the meeting to order at 6:31 pm.

2. DISCUSSION

A. Presentation – Alan Krause & Don Dettlinger – Center Point Tanks / Fuel Master.

This presentation was rescheduled for a later date.

B. 96th Education Conference & Trade Show – Supervisor Attendance & Appointing a Voting Delegate.

Steve Herzog asked if there is a deadline to get a cheaper rate. Pani Martin stated there is no deadline to get a lower rate. The opening date is for booking the most desirable hotels. There was a discussion about which board members could go this year. Steve Herzog stated on the second day, there is an opportunity to vote on a number of issues. Mr. Herzog discussed having one board member attend to vote for the Township.

C. Act 42 – Category 4 Casino Opt Out: For Discussion Purposes.

Steve Herzog stated the board members need to decide whether or not to opt out on casinos. The deadline for opting out is December 31, 2017. If the Township does opt out, it can opt back in later. However, if the Township doesn't opt out now, it can't opt out later. They discussed the requirement of a casino only being allowed 25 miles or more away from another casino. Steve Herzog stated the advantage to the Township of having a casino is the tax revenue. Steve Herzog requested this be put on the next meeting agenda.

D. NEW BUSINESS

1) Trash Invoice Balance in Collections.

Pani Martin discussed a property in the Township that is in collections for trash invoices with Portnoff. She said the amount in collections is down to \$450. The original amount owed to the Township was much higher but a lot of the fee has been paid down. She said Portnoff does not want to pursue this in litigation. There was a discussion about the litigation process. Steve Herzog discussed the normal

procedure of placing a lien on a property with delinquent trash bills. Ms. Martin reported there is already a lien on the property. The Board decided to let it ride and not to pursue litigation.

2) Earned Income Tax.

Ed Porter asked Pani Martin about a discrepancy in the earned income numbers in the budget versus the ClearGov Transparency website. Pani Martin explained that the difference can be attributed to the difference in the chart of accounts between the Township and DCED financials. Ms. Martin also stated the conversion from the modified accrual method of accounting to the cash basis of accounting could account for some of the discrepancy. Pani Martin reported the large drop in earned income tax this year is attributed to the death of one resident who had a very large income. The second largest wage earner has moved out of the Township this year which will cause a decrease in earned income next year.

3) Record Retention & Destruction of Records.

Pani Martin recapped that she has been working on record retention and destruction of records according to the Record Retention Manual.

1. ADJOURNMENT

MOTION: Steve Herzog made a motion to adjourn the Board of Supervisors meeting at 6:45 pm. Ed Porter seconded. VOTE: 5-0

Respectfully Submitted,

Lisa Valaitis,
Township Secretary