

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
October 24, 2017 Approved minutes
6:30 PM

Members Present

Steve Herzog, Chairman
Ed Porter, Vice Chairman
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 6:30 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 an executive session on October 24, 2017 regarding personnel issues.

C. APPROVAL OF MINUTES

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

Solicitor 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. These meeting minutes will be put on the November 28, 2017 Board of Supervisors meeting agenda.

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

Solicitor 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. These meeting minutes will be put on the November 28, 2017 Board of Supervisors meeting agenda.

3) September 26, 2017 Board of Supervisors Meeting Minutes.

MOTION: Steve Herzog made a motion to approve the September 26, 2017 Board of Supervisors meeting minutes as presented. Randy Doan seconded.

VOTE: 3-0 (Ed Porter abstained)

4) October 10, 2017 Board of Supervisors Workshop Meeting Minutes.

MOTION: Steve Herzog made a motion to approve the October 10, 2017 Board of Supervisors Workshop meeting minutes as presented. Carol Kulp seconded.

VOTE: 3-0 (Ed Porter abstained)

5) October 10, 2017 Board of Supervisors Budget Meeting Minutes.

MOTION: Steve Herzog made a motion to approve the October 10, 2017 Board of Supervisors Budget meeting minutes as presented. Carol Kulp seconded.

VOTE: 3-0 (Ed Porter abstained)

D. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

1) Westwood Fire Department Update.

Chief John Sly summarized the Westwood Fire Company's September fire and EMS calls in East Fallowfield Township. He also summarized Modena Fire Company's September fire and EMS calls in East Fallowfield Township. He thanked the Board for their time to hear him speak about Westwood's critical financial needs. Chief Sly reported Westwood's 2016 ambulance, which uses diesel fuel, was put into service. Chief Sly requested that East Fallowfield Township switch to providing diesel fuel for their ambulance. This will save on fuel costs. Pani Martin stated all the diesel fuel use is Liquid Fuels and those costs can't be mixed with General Fund costs. Chief Sly suggested a gas credit card or an on-account gasoline purchase option for the Township to donate fuel to Westwood's 2016 ambulance. Ms. Martin stated the Township doesn't have a credit card or on account option. Chief Sly suggested having that ambulance refuel at Valley Township and Valley Township could send the bill for the ambulance fuel to East Fallowfield. Pani Martin and Steve Herzog said the Township will need some time to figure out a solution. Solicitor Crotty cautioned the Township to be careful in dealing with Liquid Fuels.

Erwin Zeller asked Chief Sly if they had reached out to the schools to implement programs to get kids 16 years and older involved in emergency & fire services in order to address the need for more volunteers. He stated Octorara School District is doing this program and it has been a success. Chief Sly stated they will also be speaking at career day events at local schools. Chief Sly stated this program has not traditionally been a great response because of the time commitment being so high. The training time requirement has increased dramatically.

Kat DiRado asked if the fire/EMS personnel are paid, would the training course costs be tax deductible. Chief Sly stated the training costs are not an issue because those becoming paid staff started out as volunteers so their training has been completed. Chief Sly stated there are no volunteer ambulance companies in Chester County.

Ed Porter asked Chief Sly if Westwood is paying fire fighters by the hour or by annual salary. Chief Sly stated they pay \$14 per hour. There was a discussion about the issues with the current low salary for fire fighters. Chief Sly stated they have large turnover because their hourly wage of \$14 is low compared to some of the bigger municipalities. Ed Porter commented that Westwood could have similar turnover problems that the East Fallowfield Township Police Department has with the part-time police officers. Ed Porter asked Chief Sly what his plan is to address turnover. Chief Sly said they can't pay the staff they need now without taking out loans. Chief Sly explained he wanted to start at the base and address the additional staffing and funding needs before raising the hourly wage to be more competitive. They do have current paid staff and some take health insurance coverage and some do not. Chief Sly said there is a safety issue now due to lack of staff and lack of funds to pay staff.

- 2) September Westwood Fire Company Fire Chief's Report submitted for Board and resident review.
- 3) September Westwood Fire Company EMS Report submitted for Board and resident review.
- 4) September Modena Fire Company Fire Chief's Report submitted for Board and resident review.
- 5) September Modena Fire Company Fire Chief's Report - East Fallowfield Calls Only submitted for Board and resident review.
- 6) September Modena Fire Company EMS Report submitted for Board and resident review.

E. CITIZENS BY REQUEST

1) Ms. Muriel Kennedy - Downingtown Senior Center.

Ms. Muriel Kennedy introduced herself as the Executive Director of the Downingtown Senior Center. She reported the Downingtown Senior Center wants to start building a relationship with local municipalities. She stated the Senior Center's mission which is to support, engage, and empower older people in the communities to live healthy and purposeful lives. Ms. Kennedy discussed the functions and services the Downingtown Senior Center offers. They have healthy living and intellectual stimulation programs. The Senior Center also offers information and assistance which helps seniors by providing counseling on Medicare/Medicaid, income tax programs, and finding homes. Help is also provided for lower income seniors and seniors that don't have family. They also offer meals to seniors and provide volunteer opportunities. They are trying to target the younger old population by offering evening hours from 5-8 pm with programs the baby boomers are interested in. Ms. Kennedy stated the Senior Center helps seniors to avoid isolation which causes depression and declining health. She would like to link the Downingtown Senior Center to East Fallowfield's website as well as publish their monthly newsletters on the Township website. Ms. Kennedy talked about a need for additional revenue streams and said it would be very helpful to get \$2,000 from each local township. The Board of Supervisors approved putting a link to the Downingtown Senior Center on the Township website.

2) Jamar Kelly - DCED - Presentation on Strategic Financial Planning.

Jamar Kelly, from the Governor's Center for Local Government Services under the Department of Community and Economic Development (DCED), presented details on the DCED Early Intervention Grant Program which is a strategic financial planning grant program. The grant provides matching funds to assist municipalities experiencing financial difficulties or municipalities looking ahead to avoid financial difficulties. The grant will help municipalities develop a comprehensive multi-year financial plan which also establishes short-term and long-term objectives to achieve a financial plan. Jamar Kelly discussed the details of what can be done with the grant program, what is included in the process, and the steps in the process. Jamar Kelly discussed the needs of a few other municipalities that have entered the early intervention program and how the program helped those municipalities. Mr. Kelly stated East Fallowfield Township is financially healthy however there is a potential budget deficit next year and the Township could become financially unhealthy in the next five years.

Jamar Kelly stated the grant can aid a municipality with looking at the fire services provided and explore formal regionalization. The program can also help a municipality look at the introduction of paid fire service. Technical fire service resources that can help craft that plan.

Ed Porter asked Jamar Kelly what he feels the program could help East Fallowfield Township with. Jamar Kelly replied that the program could research the Township's history both with and without a manager. Ed Porter asked both Mr. Kelly and Ms. Martin what other areas they felt the program could help East Fallowfield Township. Ms. Martin said the Township could use help with creating a capital plan, address aging equipment, and address future building needs. Mr. Kelly stated the program can help find funding and develop strategies to secure funding as well as consideration of new tax levies if feasible. The program can help look into best practices as well as help a municipality find additional funding. Jamar Kelly stated grant applications are accepted on a rolling basis.

F. TREASURER'S REPORT

1) September 30, 2017 Treasurer's Report

MOTION: Steve Herzog made a motion to approve the September 30, 2017 Treasurer's Report. Ed Porter seconded.

VOTE: 4-0

2) Payment Authorizations.

MOTION: Steve Herzog made a motion to approve the Payment Authorizations as presented for the period of September 27, 2017 through October 24, 2017 in the total amount of \$444,238.85. Ed Porter seconded.

QUESTIONS AND COMMENTS:

- a. Sharon Scott asked where the liabilities (money owed to the Township) are in the monthly Treasurer's Report. Mrs. Scott asked about the Ridgecrest Development escrow. Mrs. Scott stated they went belly up and yet the Township kept expensing. Pani Martin stated the expenses were paid out of the Ridgecrest escrow. Steve Herzog stated there is still an existing escrow account. Mrs. Scott asked if the township had to pay any expenses out of the General Fund for any builders that bellied up. Pani Martin stated none of those expenses were paid out of the General Fund. There is \$100,000 in escrow but the Township needs to determine how much is attributed to each builder. Ridgecrest does owe the Township money. Manchester Farms has finished paying all their expenses back to the Township. Ed Porter asked Ms. Martin if there is a separate account for Ridgecrest escrow. Ms. Martin stated there is not a separate escrow account for Ridgecrest.
- b. Ed Porter asked Solicitor Crotty about the Township being able to increase escrow by 10% as allowed in the MPG. Mike Crotty explained how the 10% penalty works. Mike Crotty also explained the current correct accounting for developer escrow funds. There was also a discussion on Ridgecrest Development. Mr. Crotty also discussed the history of Manchester Farms and Dewey. He also explained how the financial security was handled.
- c. Erwin Zeller asked why the payments are so high this month. Ms. Martin stated the Township paid for the 2017 road paving job which was roughly \$160,000. The Township also paid \$89,000 to the MMO which is the 2017 pension requirements. Mr. Zeller also asked if the Township's pension funds are fully funded. Solicitor Crotty explained the process of what the MMO is and how it's calculated. Pani Martin also stated there was \$50,000 paid out of the General Fund to Liquid Fuels for the engineering costs to reopen of Mortonville Road and winter services. Erwin Zeller asked if the Township going to be over budget? Pani Martin stated all these payments are for budgeted items.

VOTE: 4-0

3) Scantek Proposal for Property Folder Digitization.

Pani Martin gave a recap of the history of the scanning project and reiterated this project is only for the documents in the property folders which are permanent records. The cost would be paid out of the Capital Projects Fund. At the end of 2016, the Board of Supervisors motioned and approved the transfer of \$30,000 from the General Fund to the Capital Projects Fund to be used for document scanning. Therefore, this project cost has been budgeted for and the money reserved.

MOTION: Steve Herzog made a motion to approve the Scantek Information Solutions proposal for scanning, indexing and uploading to Alchemy Document Management Database on external hard drives the property files estimated to be around 192,000 pages. The estimated price of the project is \$16,116.40. The cost is based on actual files scanned and not estimates. This price includes the promotion which waives the initial software cost of \$2,500, the 1st year of support for free and includes the 2 portable hard drives. Carol Kulp seconded.

QUESTIONS AND COMMENTS:

- a. Sharon Scott asked who would have access to view these scanned files. Steve Herzog stated this would be for the office staff. Pani Martin stated this would help get information to residents quicker. This would make right to know requests easier to fulfill more quickly. This would also keep the documents safe in case of fire or damage to the original files.
- b. Ed Porter asked what the annual maintenance cost would be after this year. Pani Martin stated there is a \$500 annual fee for storage. Steve Herzog explained the storage methods used. Ed Porter asked how long the project will take. Pani Martin stated the project will take 2-3 months or less. There was a discussion on the process. Pani Martin explained the documents are taken off site for scanning. Ed Porter asked Mike Crotty if that is allowed. Ms. Martin explained that they are HIPPA compliant and sign out every document they take off-site. Ed Porter asked if the paper property files will still need to be kept. Mike Crotty stated the Township would still need to keep the original files. Ed Porter stated there is still a fire safety issue with the documents. Pani Martin stated if something happens to the original documents, they could be printed out. Ms. Martin explained the PA Historic Commission only accepts microfilm as the proper permanent storage other than the original document.

VOTE: 4-0

4) Property Tax Collection Service Agreement-Amendment#1.

MOTION: Steve Herzog made a motion to approve the chairman signing the County of Chester's Property Tax Collection Services Agreement - Amendment# 1 increasing the cost of original invoices being mailed from \$1.65 to \$1.75. Ed Porter seconded.

VOTE: 4-0

5) ClearGov Service Order.

MOTION: Steve Herzog made a motion to approve the chairman signing the ClearGov service order and terms and conditions for the free trial until 1/31/18. Randy Doan seconded.

QUESTIONS AND COMMENTS:

- a. Erwin Zeller asked what ClearGov is. Steve Herzog stated it is a tool to break down the Township's data into a more visual analysis such as pie charts. This tool will be useful for both the Board of Supervisors and residents. East Fallowfield Township can also be compared to other local municipalities with this tool.
- b. Pani Martin asked if the Board would like to select which local municipalities are compared to East Fallowfield. The Board asked to have a comparison done to other local second class townships.
- c. Sharon Scott asked what the cost is. Randy Doan said it is free until the end of January 2018. After the free trial, the cost will be \$2,975 annually. Steve Herzog stated this can be posted on the Township website for residents to have access. Pani Martin discussed some of the content and capabilities of ClearGov.

- d. Erwin Zeller asked when this will be available. Pani Martin stated the site will be available shortly after the agreement is approved.
- e. Ed Porter asked how much detail would be on ClearGov. Pani Martin discussed ClearGov's possible content and capability. Mr. Porter asked what happens to the data if the Township does not continue with it past the free trial period. Ms. Martin stated the ClearGov website would revert back to the sample data. Ed Porter recommended the website be checked for data accuracy.

VOTE: 4-0

6) Park Day.

Pani Martin reported that Park Day was a huge success this year! The estimated number of attendees was 2,200. She thanked the road crew and fire departments. Ms. Martin stated they raised \$10,000 to cover the costs of this event.

G. LEGAL

1) Wright Ag Security Area Application.

Solicitor Crotty recapped last month's Board of Supervisors meeting. Solicitor Crotty stated the Township received the application last month and took the first step which was to put the notice out that the application was received. The second step is to advertise the public hearing which is on December 19, 2017.

MOTION: Steve Herzog moved that the Township advertise a public hearing on the Wright ASA application, to be held at 6:30 p.m., on December 19, 2017. Ed Porter seconded.

QUESTIONS AND COMMENTS:

- a. Erwin Zeller asked who the Wright's are. Lisa Valaitis stated John and Francis Wright.
- b. Sharon Scott asked what the exact address is, if the property has road frontage and does it connect to Valley Township. Steve Herzog stated they don't have a street address. The tax parcel number is all that is provided. Mrs. Scott asked what the benefit to East Fallowfield is for this. Solicitor Crotty stated they need to look at whether the property is being used for agricultural purposes. Over 10- acres, the property is presumed to be agricultural. If the property is under 10- acres, has soils conducive to agriculture, and gets at least \$2,500 annual for agricultural use of the property, then the owner is entitled to this protection under the law. The property owner has the right to get county and state grants for easements. They have enhanced protections against eminent domain. Mrs. Scott stated the Township's costs associated with this application will come out of the General Fund. Solicitor Crotty stated the Ag Securities Area Law prohibits the Township from charging the applicant fees related to the application. There would be minimal costs to the Township. Pani Martin stated the property does border Valley Township but has no road access.

VOTE: 4-0

2) Bawa Fellowship Land Development Application.

Solicitor Crotty reported the applicant just received the Township Engineer's review letter. The next step for the applicant is to go before the Planning Commission. In the meantime, the MPC review period runs out before the next Board of Supervisors meeting. The applicant has submitted an MPC acceptance to push the review period until January 20, 2018. Solicitor Crotty stated to the Board of Supervisors that the alternative to not approving the extension request is to take no action and the application will be deemed approved.

MOTION: Steve Herzog moved that the Township accept the MPC review period extension for the Bawa Fellowship land development project, extending the review period until January 20, 2018. Ed Porter seconded.

QUESTIONS AND COMMENTS:

- a. Erwin Zeller asked if there is a technical conflict of interest with Dennis Crook being a member of the Planning Commission. Steve Herzog stated there is no conflict of interest. Mr. Crook would need to recuse himself as he has done in the past. Mr. Crotty stated Mr. Crook can participate as a residence but can't vote.

VOTE: 4-0

3) Planning Commission - Update on Planning Commission Workshop/Ordinance Review.

Solicitor Crotty recapped his meeting with the Planning Commission at their workshop meeting on October 16th to talk about the various ordinances they have in the works to review. Mike Crotty stated he gave them example ordinances to get them started and will work more with them in the coming months. He said he was allotted four hours by the Board of Supervisors and will be billing for two hours.

4) Township Manager Search.

MOTION: Steve Herzog moved that the Township approve the contract for professional services in the form as presented, between the Township and the Lafayette College Meyner Center for the Study of State and Local Government, at a rate of \$85.00 per hour with the overall cost not to exceed \$6,000. Ed Porter seconded.

QUESTIONS AND COMMENTS:

- a. Erwin Zeller asked what this agency will produce. Steve Herzog stated they will work with the Township on the need for a manager. They will help with the recruitment and interview process. They will work with the Board based on what the Board determines is needed for the Township. They will help with the steps in the recruitment process. Steve Herzog stated the process typically takes four months.
- b. Thomas Nash asked if the township manager would report to the Board of Supervisors. Steve Herzog stated that is correct. Mr. Nash asked if the rest of the township staff would report to the Township manager. Steve Herzog stated that is correct, however decisions are still made by the Board of Supervisors.
- c. Ed Porter discussed a past problem with a prior Board not listening to the township manager employed at that time. Communication is very important between the Board and a township manager.
- d. Pani Martin said the Local Government Management Service Center previously did an assessment that concluded a township manager was needed. The cost was \$7,000. She asked the Board if they will be preparing the township manager job description from the ordinance or updating the ordinance to reflect the job description. Steve Herzog discussed the process of creating the job description and then updating the ordinance to reflect the job description. Ms. Martin stated the gentleman that previously did the township assessment is a resident who recently inquired about the status of township manager position. She reported he may be interested in the township manager position and turned in his resume.
- e. Ed Porter discussed the positive aspects of using the Lafayette College Program. The right person for the Township needs to be selected.

- f. Sharon Scott asked if the assessment report prepared by Dave Fiorenza cost the Township \$7,000 and what the report was for. Pani Martin stated the exact cost was \$8,775. Ms. Martin stated it is a report on the needs assessment of the Township. Mrs. Scott asked if the \$100,000 budgeted for a township manager includes benefits. Steve Herzog stated it does currently include benefits.
- g. Mike Crotty stated the township manager position is an "at will" position. A contract term can't extend beyond the next municipal election. There is no guarantee of income should the Board of Supervisors wish to terminate the position, however a severance package could be negotiated as part of a contract.

VOTE: 4-0

5) Personnel - Officer Rappold Promotion.

MOTION: Steve Herzog move that the Township amend the motion to promote part-time Police Officer Rappold to the position of full-time police officer, such that his approved rate of pay is \$30.08 per hour, per the CBA. Ed Porter seconded.

QUESTIONS AND COMMENTS:

- a. Erwin Zeller asked how the rate of \$30.08 was determined. Steve Herzog stated the rate is stipulated in the police contract. Mr. Zeller asked how many full-time officers the Township has. Steve Herzog stated there are seven full-time police officers. Erwin Zeller discussed 401k plans and asked if the Township plans to go in that direction. Steve Herzog stated switching from pension to 401k plan would have to be negotiated because the pension is defined in the police contract. Mr. Zeller discussed the police costs continually increasing and contract negotiations coming up again next year which means more increases. Mr. Zeller asked if there comes a time when it is just too costly. Ed Porter commented that there are residents that want police coverage. There was a discussion about the arbitration process and the level of police coverage.

VOTE: 4-0

6) Intersection of West Chester Road and South Caln Road.

Mike Crotty reported that Greg Richardson (Township Traffic Engineer) reached out to him to inquire if the Board wants to move forward with the improvement project for the intersection of South Caln Road and West Chester Road. Greg Richardson had forwarded five quotes to the Board of Supervisors and the lowest bid is from McCarthy Engineering for \$9,095. Steve Herzog requested this be on the next Board of Supervisors meeting agenda for further discussion.

H. PLANNING COMMISSION

1) Planning Commission Report - Dennis Crook.

Dennis Crook reported the Planning Commission met on October 2, 2017 and October 16, 2017. At the October 2nd meeting, they reviewed the Bronson subdivision and land development application and the Madsen Zoning Hearing Board application for special exception. At the October 15th meeting, they met with Solicitor Crotty to review and discuss some ordinances.

- a. October 2nd Planning Commission Meeting - Dennis Crook summarized the two applications discussed in the meeting below:

- i. Bronson Subdivision and Land Development Application - The Planning Commission encountered two problems with the Bronson application. The Bronsons bought the property that was to be the Harkins Farm Development and they wish to divide the property into two lots. One issue was the trail that was proposed to connect the Harkins Farm Development with the Ridgecrest Development and Fieldstone Development. The trail is included in the Comprehensive Plan. The second problem is the deed restriction on the bill of sale that the lot is restricted to seven lots or less and requires public sewer. The Bronsons want on-lot septic. Mike Crotty explained that the Bronsons are proposing to undo the Act 537 which has designated that lot as public sewer. Solicitor Crotty instructed the Planning Commission to complete Module 4A in the Sewage Facilities Planning Module.
- ii. Madsen Special Exception Application - The Madsen application is for a property that has a non-conforming building, non-conforming use, and non-conforming lot. There will be no Sunday sales and the business operating will be dawn to dusk only. There is a commercial building and two residential rental buildings on this lot. They want to replace one unit. The Planning Commission granted them five years to raise the roof in one section because there are water problems with that section of roof.
- b. October 15th Planning Commission Workshop - The Planning Commission met with Solicitor Crotty and reviewed and discussed some ordinances. They are working on the gun range and day care center related ordinances. They will be addressing adult day care centers as well as child day cares. Additionally the Commission is looking at addressing pods and temporary storage units. They want to address time limits, uses and locations.

2) Vision Partnership Program Grant Application for Township Official Map Award - Update.

Dennis Crook reported the County awarded East Fallowfield the Vision Partnership Program Grant which will cover 70% of the cost of the official map. Mr. Crook also reported they received an updated/current proposal from Ray Ott on the official map. The grant award letter and Ray Ott's proposal were presented to the Board for review.

3) Approval of Ray Ott's Township Official Map Proposal.

Mr. Crook also reported the Planning Commission received an updated proposal from Ray Ott. He stated the Planning Commission recommends using Ray Ott for this project. Mr. Ott is familiar with the Township from his work on the Township's comprehensive plan. Dennis Crook explained what information would be on an official map

MOTION: Steve Herzog made a motion for the Township to accept Ray Ott's township official map proposal for a cost not to exceed \$5,400. Ed Porter seconded.

QUESTIONS AND COMMENTS:

- a. Erwin Zeller asked what a township official map would provide that another map doesn't. Dennis Crook stated the official map would include continuity of road names, township boundaries, water-ways, properties either owned by the township or properties the township would like to own in the future. Mr. Crook stated the official map is different than a zoning map. Mr. Zeller asked if the map will eventually become outdated. Mr. Crook stated the official map will be digitized which will enable the map to be updated more easily. Solicitor Crotty stated the official map is typically looked at and updated with the comprehensive plan every ten years. The zoning map relates to the zoning ordinances and the official map relates to the comprehensive plan.

VOTE: 4-0

4) Approval of Master Planner Course - Zoning Administration.

Dennis Crook reported the proposed dates for this course are November 2nd, 9th and 16th. The Planning Commission is looking to hold the course at the Township building because the Emergency Services Training Center is not available. The cost will be \$375 less for not using the training center. Dinner will cost \$250. Dennis Crook discussed the content of the course.

MOTION: Steve Herzog make a motion to approve the Planning Commission spending up to \$1,925 to host the Master Planner Series Course: Zoning Administration. Ed Porter seconded.

QUESTIONS AND COMMENTS:

- a. Erwin Zeller asked who can attend the course series. Pani Martin stated they invited the Board, office staff and Township commission members. Mr. Crook stated it is open to people outside of the township however those participants would have to pay for attending.

VOTE: 4-0

I. POLICE DEPARTMENT

- 1) September Police Department Report submitted for Board and resident review.

J. PUBLIC WORKS DEPARTMENT

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

K. PARK & RECREATION COMMITTEE

- 1) No Report. Committee has five vacancies.

L. HISTORICAL COMMISSION

- 1) October 4, 2017 Historical Commission meeting minutes submitted for Board and resident review.

M. NEW BUSINESS

- 1) Sign on Township Property.

Carol Kulp commented that there is a sign on the Township property that lists a website and asks for donations. She asked if the Township was endorsing an organization by placing the sign in front of the Township building. Solicitor Crotty asked if the sign is on the right-of-way. Ms. Kulp stated it is down by the driveway. Pani Martin stated the sign is within the first 20-feet of the street. Ed Porter stated the sign doesn't identify who the organization is run by and they are asking for donations. Mr. Porter stated typically the Township doesn't get involved in local political elections. The website comments that the police department will be handing out literature. Solicitor Crotty said if the sign is within the right-of-way, it is probably allowable under the sign ordinance. However, the police should not be handing out literature as this organization's website states.

- 2) Passing of Durand O'Meara.

Ed Porter reported that Durand O'Meara, East Fallowfield resident, recently passed away. Mr. O'Meara served on the Township's Planning Commission.

3) Police Department.

Ed Porter stated no one is disbanding the police department regardless of the upcoming election results. He said people need to be careful of how far a message or non-issue be pushed. Boards can be put at risk of harm. This has occurred with past East Fallowfield Township Supervisors because of heated issues. He said it would be great if the Township residents focus on what the Township needs and the Township's future.

There is no motion before the Board to dissolve the police department. They will continue to be 24-hour service. He said residents may have different opinions but we are all in this together.

N. PUBLIC PARTICIPATION

- 1) Thomas Nash suggested the microphone be placed to the side of the meeting room so speakers can address both the Board and the audience. With the microphone being placed in front of the Board, the speaker has their back to the residents in the audience which makes it more difficult for those in the audience to hear.
- 2) Sharon Scott asked how many years of the annual audit reports are available for viewing if she puts in a right to know request. She asked if the current budget has a proposed tax. Steve Herzog stated the Board is looking at the fire tax option as well as an increased real estate tax. Mrs. Scott stated cutting costs is needed to address the budget deficit. She said the seventh full-time police officer should not have been approved. She spoke in favor of a per capita tax and she stated she is not in favor of a fire tax or a property tax.
- 3) Erwin Zeller stated one of the factors causing earned income to be down is that there is more retired residents in the Township. The unemployment rate is currently low. There is some merit to a per capita tax because it hits everyone in the Township. Ed Porter commented that East Fallowfield went through growth when new homes were built and new homes attract higher salaries. Over the years, the homes get older and the homes don't attract that high salary. Mr. Zeller also stated the tax base is limited due to very little commercial properties.

3. ADJOURNMENT

MOTION: Steve Herzog made a motion to adjourn the Board of Supervisors meeting at 9:25 pm. Ed Porter seconded. VOTE: 4-0

Respectfully Submitted,

Lisa Valaitis,
Township Secretary