

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
March 12, 2019 Unapproved Minutes
6:31 p.m.

Members Present

Steve Herzog, Chairman
Wilson Lambert, Vice Chairman
Katja DiRado, Member
Carol Kulp, Member

Township Staff Present

Scott Swichar, Township Manager
Pani Martin, Township Treasurer
Lisa Valaitis, Township Secretary

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

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

2. DISCUSSION

A. Approval of Minutes.

1) January 22, 2019 Board of Supervisors Meeting Minutes.

MOTION: Chairman Herzog made a motion to approve the January 22, 2019 Board of Supervisors meeting minutes as presented. Supervisor Carol Kulp seconded.

VOTE: 3-0 (Supervisor Wilson Lambert abstained.)

B. Strategic Planning Steering Committee.

1) Appointment of Deane Madsen to the Strategic Planning Steering Committee.

MOTION: Chairman Herzog made a motion to appoint Deane Madsen to the Strategic Planning Steering Committee with a term ending December 31, 2019. Supervisor Lambert seconded.

Township resident Deane Madsen stated he attended last night's first Strategic Planning Steering Committee meeting and he is interested in being appointed as a committee member. Township resident Deane Madsen discussed his background and interest in the Strategic Planning Steering Committee. He said he is a new Township business owner. His business, Madsen Tree Service, LLC, is located on Route 82. He has lived in the Township for 15 years. Mr. Madsen said he and his wife are growing their business and he would like to get involved with the Township. Supervisor DiRado asked Mr. Madsen his thoughts on the Strategic Planning Steering Committee. Mr. Madsen said he is interested in helping bring small businesses into the Township along Route 82. Supervisor DiRado asked Mr. Madsen about his greatest accomplishment. Mr. Madsen said staying in business all these years is what he considers his greatest accomplishment. Township Manager Swichar stated that Mr. Madsen knows many people in the community and will be able to assist the Committee with networking.

VOTE: 5-0

C. Township Manager Report.

1) Purchase of HVAC Unit for Police Station for \$8,067.

MOTION: Chairman Herzog made a motion to approve the purchase of a HVAC unit from Craig Reynolds Plumbing and Heating for the Police Station for \$8,067. Supervisor Carol Kulp seconded.

QUESTIONS AND COMMENTS:

- a. Township Manager Swichar pointed out there is a \$382 discount offered if paying by check or cash listed on the proposal. The discount would bring the total cost down to \$7,685. Township Manager Swichar stated this is a good price for the product. He said they contacted four contractors and Craig Reynolds Plumbing and Heating was the only contractor that responded. Craig Reynolds Plumbing and Heating currently services the Township's equipment and they are highly recommended.
- b. Supervisor Katja DiRado asked if there is a warranty offered. Chairman Herzog said a manufacturer would offer a 10-year limited warranty. There was a discussion about warranties. Township Manager Swichar said he will determine the warranty offered on the product. Township Manager Swichar stated a service contract would be a separate contract. Chairman Herzog said a service contract would cost \$200-\$300 a year.

VOTE: 5-0

2) Lease Purchase of Two (2) 2019 Chevy Tahoe Police Packages.

Township Manager Swichar reported the Township's Police Department is currently short two police vehicles since last year. Township Manager Swichar stated that each vehicle would be outfitted with a police package. The cost of outfitting each vehicle is \$10,655 and one vehicle includes graphics for \$550. Chairman Herzog commented that the leasing costs of these new vehicles are included in the 2019 budget. Township Manager Swichar said the Township received three estimates for a lease purchase option from First Government Lease, GM Financial, and Fulton Bank. Fulton Bank offered the lowest interest rate of 4.24%. Township Manager Swichar said the contract is a five-year lease to own financing option. The yearly payment for two vehicles with Fulton Bank is \$22,938.14. Township Treasurer Pani Martin stated \$15,000 per vehicle, per year, for four years was budgeted. Township Manager Swichar stated the Township will own the vehicles at the end of the lease term.

MOTION: Chairman Herzog made a motion to lease two (2) 2019 Chevy Tahoe Police vehicles from Faulkner Chevy for \$106,141.72. Supervisor Lambert seconded.

VOTE: 5-0

3) Ridgecrest Escrow Release No. 6.

MOTION: Chairman Herzog made a motion that the Township approve Escrow Release No. 6 for the Ridgecrest Residential Subdivision, in the amount of \$50,121.96. Supervisor Kulp seconded.

VOTE: 5-0

4) Act 101 Section 902 Recycling Grant.

Township Manager Swichar reported that at the February 12, 2019 Board of Supervisors meeting, the Board had approved a motion to authorize the submission of a DEP Act 101 Section 902 Recycling Grant Application for a long body stake truck. Township Manager Swichar said that he would like to amend that Resolution to include a different vehicle. Township Manager Swichar reported he and Road Foreman Tag Gathercole met with a representative from DEP. Township Manager Swichar

stated that after the meeting, he had a better understanding of the current methods of collecting yard waste and how to be more efficient in collecting yard waste. Township Manager Swichar said he determined a grapple loader would be more efficient and would eliminate the need for a separate backhoe to dump yard waste into the truck. Township Manager Swichar reported that Road Foreman Tag Gathercole, informed him that the backhoe is often out of service for repairs. The backhoe requires 3-4 people to collect yard waste, but a grapple loader would only need 1-2 people. A grapple loader would increase efficiency and decrease the risk of employee injury. Township Manager Swichar said he is also requesting educational materials because the Township needs to educate residents and business owners on the proper items to recycle. There is a big problem with cross contamination of the recyclable materials with trash. There was a discussion about how to utilize the recycling educational materials. Township Manager Swichar said he is also requesting a 20-foot recycling container for residents to drop off electronics at the Township building. Township Manager Swichar stated this walk-in container would offer residents free disposal of electronics. Chairman Herzog asked how the recycled electronics would get transported to the landfill. Township Manager Swichar said that ECOvanta will collect the electronics and take them to the landfill. Chairman Herzog asked if the truck purchase would need to be put out to formal bid. Township Manager Swichar stated the vehicle would be purchased through COSTARS and therefore formal bidding would not be required.

Township Manager Swichar said the DEP Act 101 Section 902 Recycling Grant would cover 90% of the cost. The estimated total cost is \$145,875 for the truck, grapple loader, and the body. The total project cost including the equipment, educational materials, and 20-foot recycling container would be \$155,252. The DEP Act 101 Section 902 Recycling Grant would cover \$139,707 in costs. The Township would be responsible for \$15,523. Chairman Herzog asked what expense account this cost would come out of. Township Manager Swichar stated this cost would come from a line item in the trash portion of the budget.

MOTION: Chairman Herzog made a motion amend the previous motion made on February 12, 2019 approving the submission of a grant application to DEP's Section 902 Act 101 Municipal Recycling Program Grant for the purchase of a new long-body stake dump truck for yard waste collection to approving the submission of a grant application to DEP's Section 902 Act 101 Municipal Recycling Program Grant for the purchase of a Ford F-750, dump body, grapple loader, marketing materials, and recycling storage container. Supervisor DiRado seconded.

VOTE: 5-0

5) East Fallowfield Township Community Park Bathroom Project Grant.

Supervisor DiRado asked Township Manager Swichar about the status of the Community Park bathroom project and grant. Township Manager Swichar said he needs to consult with the Township Sewer Engineer about the location of the bathroom because the bathroom needs to be strategically placed for future connection to public water and sewer. The bathroom is prefabricated and will not take long to install. Township Manager Swichar stated his goal is to get this project started by year end.

6) Candy Drop Event – April 20, 2019.

Township Manager Swichar announced that East Fallowfield Township is partnering with Freedom Life Church to plan a Candy Drop Event on Saturday, April 20, 2019. Modena Fire Company, Westwood Fire Company, and the Police Department will be helping with the event. The Freedom Life Church is planning a candy drop by helicopter in the Township Community Park. There will be a moon bounce, D.J., and free food offered by the Freedom Life Church. The event will run from 10:00 a.m. to 12:00 p.m.

7) New Business.

- a. Township Spring Newsletter – Supervisor Lambert said he would like to include a photograph of the Board of Supervisors on Mortonville Road in the spring newsletter because of the Multimodal Transportation Fund Grant recently awarded to the Township for Mortonville Road repairs. This is a significant grant award and will greatly help facilitate repairs to Mortonville Road. Township Manager Swichar reported that the spring newsletter will be mailed to residents in mid-April.
- b. July 4 – Independence Day / Memorial Day Township Event – Supervisor DiRado said she would like to see a Township event for either July 4 or Memorial Day. Supervisor Lambert commented that this would need to be budgeted for and would require manpower. Township Treasurer Pani Martin said that it takes four months to plan Park Day. There was a discussion regarding ideas for additional Township events and how to plan these events. Supervisor Kulp discussed a telephone call she received from a Township resident who asked her how the Township was paying for the recent community events. Supervisor Kulp said this resident is on a fixed income and is angry that she must pay for events that she does not participate in. Chairman Herzog said that most or all of Park Day is paid for by sponsors and donations.
- c. Intersection of South Caln Road and West Chester Road – Chairman Herzog asked Township Manager Swichar for an update on the intersection of South Caln Road and West Chester Road. Township Manager Swichar stated he will get a status update from Traffic, Planning & Design.

3. ADJOURNMENT

MOTION: Chairman Herzog made a motion to adjourn the Board of Supervisors meeting at 7:25 p.m. Supervisor Lambert seconded. VOTE: 4-0

Respectfully Submitted,



Lisa Valaitis,
Township Secretary