



EAST FALLOWFIELD TOWNSHIP



Board of Supervisors Reorganizational Meeting Agenda January 6, 2020 at 6:00 p.m.

1. Call to Order, Silent Meditation, and Pledge of Allegiance.
2. Swearing in Katja DiRado and John Nielsen as Township Supervisors – Judge Nancy Gill.
3. Elect Temporary Chairperson to start the meeting.

MOTION: I make a motion to appoint _____ as temporary Chairperson to start the January 6, 2020 Reorganizational meeting.

4. Election of Chairperson.

MOTION: I make a motion to appoint _____ as the 2020 Board of Supervisors Chairperson.

5. Election of Vice Chairperson.

MOTION: I make a motion to appoint _____ as the 2020 Board of Supervisors Vice Chairperson.

6. Appointment of Township Solicitor.

MOTION: I make a motion to appoint the firm of Siana, Bellwoar & McAndrew, LLP for the 2020 year, at the rate of \$195.00 per hour for general municipal legal services.

7. Legal.

- a. Piper Group Subdivision.

PROPOSED MOTION: I move that the Township approve the Piper Group Subdivision Application pursuant to the recommendation of the Township Engineer and Township Planning Commission, subject to the conditions set forth in the form of decision presented by the Solicitor.

- b. 2020 Independent Auditor.

PROPOSED MOTION: I move that the Township advertise the intent to appoint _____, as independent auditor for the Township, to be considered at the Board meeting on February 11, 2020.

8. Township Manager's Report.

- A. Approval of Multimodal Transportation Fund Grant Contract between Commonwealth of Pennsylvania Commonwealth Financing Authority and East Fallowfield Township for \$730,000 for repair of Mortonville Road.

PROPOSED MOTION: I make a motion to approve the Multimodal Transportation Fund Grant Contract between Commonwealth of Pennsylvania Commonwealth Financing Authority and East Fallowfield Township for \$730,000 for repair of Mortonville Road and authorize the Township Manager to sign and execute the contract documents.

- B. Appointment of Township Manager.

MOTION: I make a motion to appoint Scott Swichar as the 2020 Township Manager.

- C. Appointment of Township Treasurer.



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MOTION: I make a motion to appoint Frangipani Martin as the 2020 Township Treasurer.

- D. Appointment of Township Secretary and Township Right to Know Officer.

MOTION: I make a motion to appoint Scott Swichar as the 2020 Township Secretary and Township Office Right to Know Officer.

- E. Appointment of Administrative Office Assistant.

MOTION: I make a motion to appoint Katherine Archibald as the 2020 part-time Administrative Office Assistant.

- F. December 17, 2019 Board of Supervisors Meeting Minutes.

MOTION: I make a motion to approve the December 17, 2019 Board of Supervisors meeting minutes as presented.

- G. Establish Monthly Meeting Dates and Times for the Board of Supervisors and Commissions.

MOTION: I make a motion to approve the Board of Supervisor’s meetings at 6:30 p.m. on the 2nd and 4th Tuesday of the month, the Park and Recreation Commission meetings at 6:30 p.m. on the 1st and 3rd Tuesday of the month, the Planning Commission meetings at 6:30 p.m. on the 1st and 3rd Monday of the month, the Historical Commission meetings at 6:30 p.m. on the 1st and 3rd Wednesday of the month, and the Strategic Planning Steering Committee at 6:00pm on the 3rd Tuesday of every month.

- H. Appointment of Public Works Department.

MOTION: I make a motion to appoint the following Public Works employees as presented.

Public Works Road Foreman	Barry “Tag” Gathercole – \$33.57/hour
Public Works Assistant Road Foreman	Tim Gathercole – \$29.16/hour
Public Works Laborer	Greg Leonard – \$24.96/hour
Public Works Laborer	Justin Gathercole – \$24.81/hour

- I. Appointment of “As needed” snow plowers.

MOTION: I make a motion to appoint the following “as needed” snow plowers as presented, with those with a CDL paid \$19.00 per hour, and the rest of the snow plowers at a \$1 per hour increase from 2019 being paid \$16.00 per hour

Snow Plower	Dan Mowery – \$19.00/hour
Snow Plower	Joe Gathercole - \$16.00/hour
Snow Plower	Alfred Perine - \$16.00/hour
Snow Plower	John Scott - \$16.00/hour
Snow Plower	Jim Reagan – \$19.00/hour
Snow Plower	Anthony Sirna – \$19.00/hour
Snow Plower	Frank Dowlin - \$19.00/hour
Snow Plower	Eddie Simpson - \$19.00/hour
Snow Plower	Jim Sisk - \$16.00/hour
Snow Plower	Chris Corle - \$19.00/hour
Snow Plower	Tim Peters - \$16.00/hour



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Snow Plower	Andrae Reason - \$16.00/hour
Snow Plower	Lucas Witte - \$16.00/hour

J. Emergency Services.

MOTION: I make a motion to appoint the following Emergency Service employees as presented.

Fire Marshal, Asst. Emergency Management Coordinator – Jim Reagan – \$172.21/quarterly & \$22.00/hour
 Asst. Fire Marshal, Emergency Management Coordinator – Anthony Sirna – \$172.21/quarterly & \$22.00/hour

K. Police Department.

MOTION: I make a motion to appoint the following Police Officers as presented.

Chief of Police	Christopher Porter – \$ 100,164.06/year
Sergeant/Full-Time Police Officer	Brian Simmons – \$44.29/hour
Full-Time Police Officer	Kevin Simmons – \$41.28/hour
Full-Time Police Officer	Richard McAllister – \$41.28/hour
Full-Time Police Officer	John Hewczuk – \$30.98/hour (effective January 30, 2020)
Full-Time Police Officer	Francis J. O’Donnell – \$41.28/hour
Full-Time Police Officer	John Rappold – \$41.28/hour
Part-Time Police Officer	Timothy Kemmerle – \$28.01/hour
Part-Time Police Officer	Duncan Smith – \$28.01/hour
Part-Time Police Officer	David Wakeley - \$28.01/hour
Part-Time Police Officer	Gina Malarick-\$28.01/hour (effective January 30, 2020)

L. Appointment of Police Secretary and Police Right to Know Officer.

MOTION: I make a motion to appoint Nancy Baker as the 2020 part-time Police Administrative Assistant and Police Right to Know Officer.

M. Building Inspector/Code Officer/Zoning Officer.

MOTION: I make a motion to appoint Keystone Municipal Services, Inc. as the 2020 Township building inspection, code official, and zoning services.

N. Supervisor Liaison Appointments.

MOTION: I make a motion to appoint the following Board liaisons as presented.

Township Office –
 Police Department –
 Public Works Department –
 Emergency Services and Fire Marshal –
 Planning Commission –
 Historical Commission –
 Park and Recreation –
 Strategic Planning Steering Committee –



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- O. 2020 State Supervisor’s Association Convention Voting Delegate.

MOTION: I make a motion to appoint _____ as the 2020 State Supervisor’s Association Convention Voting Delegate, and as alternate Voting Delegate.

- P. WCC CoG – Western Chester County Council of Government – Select Primary & Secondary Delegates.

MOTION: I make a motion to appoint _____ as the Primary Delegate and _____ as the Secondary Delegate of the WCC CoG.

- Q. Vacancy Board.

MOTION: I make a motion to appoint _____ as the East Fallowfield Township 2020 Vacancy Board member.

- R. Law Offices of John Carnes Jr.

MOTION: I make a motion to appoint The Law Offices of John Carnes Jr. as the 2020 Township Zoning Solicitor, at the rate of \$135.00 per hour and \$100.00 for any services done by any attorney working for John Carnes.

- S. Herbert E. MacCombie Jr. P.E.

MOTION: I make a motion to appoint Herbert E. MacCombie Jr. P.E. as the 2020 Township Sewer Consultant, and approve their 2020 fee schedule, as presented.

- T. Traffic Planning and Design.

MOTION: I make a motion to appoint Traffic Planning and Design as the 2020 Township Traffic Consultants, and approve their 2020 fee schedule, as presented.

- U. Township Engineer.

MOTION: I make a motion to appoint Della Penna Engineering Inc. as the 2020 Township Engineer, and approve his 2020 fee schedule as presented.

- V. Fee Schedule Resolution 2020-01.

MOTION: I make a motion to approve Resolution 2020-01 approving the Township Fee Schedule.

- W. Agricultural Security Commission.

- a. Appointment of 2020 Chairperson (Board of Supervisor Member).

MOTION: I make a motion to appoint _____ (Board of Supervisor Member) as the 2020 Chairperson of the Agricultural Security Commission.

MOTION: I make a motion to appoint _____ (Resident) to the Agricultural Security Commission for a 2-year term



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MOTION: I make a motion to appoint _____ (Farmer) to the Agricultural Security Commission for a 4-year term.

_____ (Board of Supervisors Member) - Chairperson 2020
Joe McCormick – Resident 2020 to 2021 (2-year term)
VACANT – Farmer 2018 to 2020 (3-year term)
Clarence Rhoades III – Farmer 2020 to 2023 (4-year term)
Arthur DeLeo – Farmer 2017 to 2021 (5-year term)

X. Zoning Hearing Board.

- a. Resolution to Appoint Kathleen Moffitt as a Zoning Hearing Board member for the term ending December 31, 2022.

MOTION: I make a motion to adopt Resolution 2020-02 appointing Kathleen Moffitt as a Zoning Hearing Board member for the term ending December 31, 2022.

Kathleen Moffitt – Member 2020 to 2022
Ellis Weiss - Member 2018 to 2020
Nelson Walter – Member 2019 to 2021

Y. Planning Commission.

- a. The Planning Commission Members ask the Board of Supervisors to reappoint Sue Monaghan to the Planning Commission 2020-2023 term.

MOTION: I make a motion to reappoint Sue Monaghan to the Planning Commission 2020-2023 term.

- b. The Planning Commission Members ask the Board of Supervisors to reappoint Michael Domboski to the Planning Commission 2020-2023 term.

MOTION: I make a motion to reappoint Michael Domboski to the Planning Commission 2020-2023 term.

- c. The Planning Commission ask the Board of Supervisors to appoint Edmund Pete Davis to the Planning Commission 2018 to 2021 term

MOTION: I make a motion to appoint Edmund Pete Davis to the Planning Commission 2018 to 2021 term.

- d. The Planning Commission Members ask the Board of Supervisors to appoint John Nielsen as an alternate member of the Planning Commission 2020 to 2023 term.

MOTION: I make a motion to appoint John Nielsen as an alternate member of the Planning Commission 2020 to 2023 term.

- e. The Planning Commission Members as the Board of Supervisors to appoint John Schwab as an alternate member of the Planning Commission 2020 to 2023 term.

Sue Monaghan – Member 2020 to 2023
Michael Domboski– Member 2020 to 2023
Dennis Crook – Member 2019 to 2022



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Joe Perzan – Member 2019 to 2022
Al Wright – Member 2019 to 2022
Edmund Davis-Member 2018-2021
VACANT- Member 2018-2021

John Schwab -Alternate Member 2020 to 2023 term
John Nielsen -Alternate Member 2020 to 2023 term

John Schwab –resigned from his term (Member 2018 to 2021)
John Nielsen– resigned from his term (Member 2018 to 2021)

- Z. Park and Recreation Committee.
 - VACANT- Member 2020-2024
 - VACANT - Member 2015 to 2019
 - VACANT – Member 2016 to 2020
 - VACANT – Member 2016 to 2020
 - Frederick Weiss – Member 2017 to 2021
 - VACANT – Member 2017 to 2021
 - VACANT – Member 2019 to 2023

John Zwirzina – Member 2015 to 2019 (No response)

AA. Historical Commission.

- a. Reappointment of Connie McLaughlin to the Historical Commission for the 2020 to 2024 term.

MOTION: I make a motion to reappoint Connie McLaughlin to the Historical Commission 2020 to 2024 term.

- b. Reappointment of Joe McCormick to the Historical Commission 2020 to 2024 term.

MOTION: I make a motion to reappoint Joe McCormick to the Historical Commission 2020 to 2024 term.

Joe McCormick – Member 2020 to 2024
Connie McLaughlin – Member 2020 to 2024
Sue Monaghan – Member 2017 to 2021
Arthur DeLeo – Member 2017 to 2021
Clarence Rhoades III – Member 2017 to 2021
Chad Peterson – Member 2017-2021
Lee Schlingmann – Member 2019 to 2023
VACANT – Member 2019 to 2023
VACANT – Member 2017-2021*

*Rebecca Hunt resigned from her 2017-2021 term in 2019

BB. Strategic Planning Steering Committee (New Committee Established 12/11/2018).



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MOTION: I make a motion to appoint _____ to the Strategic Planning Steering Committee with the term ending 12/31/2020.

- Scott Swichar – Member with term ending 12/31/2020
- Joe Heffern – Member with term ending 12/31/2020
- Dennis Crook – Member with term ending 12/31/2020
- John Nielsen-Member with term ending 12/31/2020
- George Devine– Member with term ending 12/31/2020
- Deane Madsen– Member with term ending 12/31/2020
- Edmund Davis – Member with term ending 12/31/2020

CC. United Construction Code Township Representative and Alternate.

MOTION: I make a motion to appoint Joe McCormick as the Township Uniform Construction Code (UCC) representative.

MOTION: I make a motion to appoint _____ as the Township Uniform Construction Code (UCC) alternative representative.

DD. Elected Auditors.

Township Board of Auditors shall hold an organization meeting on Tuesday, January 7, 2020 at 6:30 p.m. at the Township building.

MOTION: I make a motion to appoint Jim Sisk to the position of Auditor-unexpired 4 year term with the term ending December 31, 2023.

- Sharon Scott – 2020 to 2021 (2-year un-expired term)
- Jim Sisk – 2020 to 2023 (4-year un-expired term). Mr. Sisk submitted affidavit and paperwork to County without notarization. However, Mr. Sisk can be considered for appointment by the Board of Supervisors.
- Ayoade Ojikutu—2020 to 2025 (6-year term)

EE. Tax Collector 4-year term 2018 to 2021.

VACANT – 2018-2021

FF. Designated Banks.

MOTION: I make a motion recognizing Fulton Bank as the Township designated bank.

GG. New Business.

HH. Public Participation.

II. Adjournment.

MOTION: I make a motion to adjourn the January 6, 2020 Reorganizational Meeting.