



# EAST FALLOWFIELD TOWNSHIP



## Board of Supervisors Reorganizational Meeting Agenda January 4, 2021 at 6:00 p.m.

1. Call to Order, Silent Meditation, and Pledge of Allegiance.

2. Elect Temporary Chairperson to start the meeting.

MOTION: I make a motion to appoint \_\_\_\_\_ as temporary Chairperson to start the January 4, 2021 Reorganizational meeting.

3. Election of Chairperson.

MOTION: I make a motion to appoint \_\_\_\_\_ as the 2021 Board of Supervisors Chairperson.

4. Election of Vice Chairperson.

MOTION: I make a motion to appoint \_\_\_\_\_ as the 2021 Board of Supervisors Vice Chairperson.

5. Appointment of Township Solicitor.

MOTION: I make a motion to appoint the firm of Siana, Bellwoar & McAndrew, LLP for the 2021 year, at the rate of \$195.00 per hour for general municipal legal services.

6. Resolution 2021-01 Township Auditor for Fiscal year 2020.

MOTION: I make a motion to approve Resolution 2021-01 appointing BBD as the East Fallowfield Township auditors, replacing the elected auditors for the fiscal year of 2020.

7. Appointment of Township Manager.

MOTION: I make a motion to appoint Scott Swichar as the 2021 Township Manager.

8. Appointment of Township Treasurer.

MOTION: I make a motion to appoint Peter Barsz as the 2021 Township Treasurer.

9. Appointment of Township Secretary and Township Right to Know Officer.

MOTION: I make a motion to appoint Scott Swichar as the 2021 Township Secretary and Township Right to Know Officer.

10. Appointment of Administrative Office Assistant.

MOTION: I make a motion to appoint Denise Verderosa as the 2020 full-time Administrative Office Assistant at a salary of \$41,600.

11. Appointment of Part-Time Assistant Township Secretary

MOTION: I make a motion to appoint Jennifer Gotkin as the part-time Assistant Township Secretary.

12. Approval of December 22, 2020 Board of Supervisors Meeting Minutes and Ratify all Board Actions that were made at the December 22, 2020 Board of Supervisors meeting.



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MOTION: I make a motion to approve the December 22, 2020 Board of Supervisors meeting minutes as presented and ratify all Board actions that were made at the December 22, 2020 Board of Supervisors meeting.

13. 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 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of the month, the Park and Recreation Commission meetings at 6:30 p.m. on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of the month, the Planning Commission meetings at 6:30 p.m. on the 1<sup>st</sup> and 3<sup>rd</sup> Monday of the month, the Historical Commission meetings at 6:30 p.m. on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of the month, and the Strategic Planning Steering Committee at 6:00pm on the 3<sup>rd</sup> Thursday of every month.

14. 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 – \$35.52/hour
Public Works Assistant Road Foreman	Tim Gathercole – \$30.86/hour
Public Works Laborer	Justin Gathercole – \$26.25/hour

15. 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 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 - \$19.00/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 - \$19.00/hour
Snow Plower	Andrae Reason - \$16.00/hour
Snow Plower	Lucas Witte - \$16.00/hour

16. 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

17. Police Department.

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

Chief of Police	Christopher Porter – \$ 103,177.18/year
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Sergeant/Full-Time Police Officer	Brian Simmons – \$45.62/hour
Full-Time Police Officer	Kevin Simmons – \$42.52/hour
Full-Time Police Officer	Richard McAllister – \$42.52/hour
Full-Time Police Officer	John Hewczuk – \$30.98/hour
Full-Time Police Officer	Francis J. O’Donnell – \$42.52/hour
Full-Time Police Officer	John Rappold – \$42.52/hour
Part-Time Police Officer	Duncan Smith – \$28.85/hour
Part-Time Police Officer	David Wakeley - \$28.85/hour
Part-Time Police Officer	James Ensor- \$25.50/hour
Part-Time Police Officer	Sean Marasco-\$25.50/hour
Part-Time Police Officer	Alexander Fleming-\$20.00

- 18. Appointment of Police Secretary and Police Right to Know Officer.

MOTION: I make a motion to appoint Nancy Baker as the 2021 part-time Police Administrative Assistant and Police Right to Know Officer.

- 19. Building Inspector/Code Officer/Zoning Officer.

MOTION: I make a motion to appoint Keystone Municipal Services, Inc. as the 2021 Township building inspection, code official, and zoning services.

- 20. 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 –

- 21. 2021 State Supervisor’s Association Convention Voting Delegate.

MOTION: I make a motion to appoint \_\_\_\_\_ as the 2021 State Supervisor’s Association Convention Voting Delegate, and as alternate Voting Delegate.

- 22. 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.

- 23. Vacancy Board.

MOTION: I make a motion to appoint \_\_\_\_\_ as the East Fallowfield Township 2021 Vacancy Board member.

- 24. Law Offices of John Carnes Jr.



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## Board of Supervisors Reorganizational Meeting Agenda January 4, 2021 at 6:00 p.m.

MOTION: I make a motion to appoint The Law Offices of John Carnes Jr. as the 2021 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.

- 25. Herbert E. MacCombie Jr. P.E.

MOTION: I make a motion to appoint Herbert E. MacCombie Jr. P.E. as the 2021 Township Sewer Consultant, and approve their 2021 fee schedule, as presented.

- 26. Traffic Planning and Design.

MOTION: I make a motion to appoint Traffic Planning and Design as the 2021 Township Traffic Consultants, and approve their 2021 fee schedule, as presented.

- 27. Township Engineer.

MOTION: I make a motion to appoint Della Penna Engineering Inc. as the 2021 Township Engineer, and approve their 2021 fee schedule as presented.

- 28. Fee Schedule Resolution 2021-02.

MOTION: I make a motion to approve Resolution 2021-02 approving the Township Fee Schedule.

- 29. Agricultural Security Commission.

- a. Appointment of 2021 Chairperson (Board of Supervisor Member).

MOTION: I make a motion to appoint \_\_\_\_\_ (Board of Supervisor Member) as the 2021 Chairperson of the Agricultural Security Commission.

MOTION: I make a motion to appoint \_\_\_\_\_ (Farmer) to the Agricultural Security Commission for a 3-year term

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

(Board of Supervisors Member) - Chairperson 2021  
Roxanne Liberace– Resident 2020 to 2021 (2-year term)  
Arthur DeLeo – Farmer 2017 to 2021 (5-year term)  
VACANT – Farmer 2021 to 2023 (3-year term)  
VACANT – Farmer 2020 to 2023 (4-year term)

- 30. Zoning Hearing Board.

- a. Resolution to Appoint Ellis Weiss as a Zoning Hearing Board member for the term ending December 31, 2023.

MOTION: I make a motion to adopt Resolution 2021-03 appointing Ellis Weiss as a Zoning Hearing Board member for the term ending December 31, 2022.

Kathleen Moffitt – Member 2020 to 2022



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*Ellis Weiss - Member 2021 to 2023*  
Nelson Walter – Member 2019 to 2021

### 31. Planning Commission.

Michael Domboski	Chairman-	2020 to 2023
Sue Monaghan	Vice Chairman	2020 to 2023
Alfred Wright	Member	2019 to 2022
Dennis Crook	Member	2019 to 2022
Joe Perzan	Member	2019 to 2022
Edmund Davis	Member	2018 to 2021
Jennifer Wright	Member	2018 to 2021

### 32. Park and Recreation Committee.

MOTION: I make a motion to reappoint Teri Dickinson to the Park and Recreation Board for the term ending December 31, 2025.

Nicholas Marsico	Vice Chairman	2020 to 2024	5 year term
Al Wright	Member	2020 to 2024	5 year term
Sandra Stephens	Member	2021 to 2025	5 year term (Reappointed to 2021-2025 term on December 22, 2020)
Frederick Weiss	Member	2017 to 2021	5 year term
Jennifer Wright	Member	2017 to 2021	5 year term
Joe Heffern	Member	2019 to 2023	5 year term
Teri Dickinson	Member	2016 to 2020	5 year term

### 33. Historical Commission.

Joe McCormick	Chairman	2020 to 2024	5 year term
Sue Monaghan	Secretary	2017 to 2021	5 year term
Connie McLaughlin	Member	2020 to 2024	5 year term
Arthur DeLeo	Member	2017 to 2021	5 year term
Clarance Rhoades, III	Member	2017 to 2021	5 year term
Chad Peterson	Member	2017 to 2021	5 year term
Lee Schlingman	Member	2019 to 2023	5 year term
Vacant	Member	2017 to 2021	5 year term
Vacant	Member	2019 to 2023	5 year term

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

MOTION: I make a motion to appoint \_\_\_\_\_ to the Strategic Planning Steering Committee with the term ending 12/31/2021. (9 members maximum)

Scott Swichar	Member	2021 to 2021	1 year term
Joe Heffern	Member	2021 to 2021	1 year term
Dennis Crook	Member	2021 to 2021	1 year term
John Nielsen	Member	2021 to 2021	1 year term
George Devine	Member	2021 to 2021	1 year term



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Deane Madsen	Member 2021 to 2021	1 year term
Edmund Davis	Member 2021 to 2021	1 year term
David Fiorenza	Member 2021 to 2021	1 year term
Katja DiRado	Alternate Member 2021 to 2021	1 year term

35. United Construction Code Township Representative and Alternate.

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

36. Elected Auditors.

Township Board of Auditors shall hold an organization meeting on Tuesday, January 5, 2021 at 6:00 p.m. at the Township building.

Sharon Scott	2020 to 2021	2 year unexpired term
Jim Sisk	2020 to 2023	4 year unexpired
Ayoade Ojikutu	2020 to 2025	6 year term

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

Glen McCoon            2020 to 2021 4 year term

38. Designated Banks.

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

39. New Business.

40. Public Participation.

41. Adjournment.

MOTION: I make a motion to adjourn the January 4, 2021 Reorganizational Meeting.