

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
January 18, 2021 Approved minutes
6:30 p.m.

Members Present

Wilson Lambert, Chairman
Joe Heffern, Vice-Chairman
John Nielsen, Member
Katja DiRado, Member

Township Staff Present

Scott Swichar, Township Manager

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

Chairman Lambert called the meeting to order at 6:30 PM.

2. Appointment of Township Treasurer

PROPOSED MOTION: Chairman Lambert moved that the Township appoint Joseph Breslin to serve as full-time 2021 Township Treasurer at a salary of \$52,000 subject to him becoming bonded. Vice Chairman Heffern seconded.

Township Manager Swichar stated that Mr. Breslin has a background in healthcare finance. He passed the background check, has great references, and he is ready to begin tomorrow.

Supervisor Nielsen questioned if PSATS offers training related to municipal finance and whether attendance at board meetings is required. He questioned if the position is now classified as exempt.

Township Manager Swichar stated yes. He stated that the Township will take advantage of courses offered by PSATS. He stated that position is classified as exempt.

Supervisor DiRado stated that she is a nurse. Trinity Health is a large corporation. She expects he will do just fine.

Vote: 4-0.

3. Approval of Revised Job Description for Township Treasurer

PROPOSED MOTION: Supervisor DiRado made a motion that the Township approve the revised job description as presented for the Township Treasurer position. Vice Chairman Heffern seconded.

Supervisor DiRado stated that the job description should include language on teamwork and that the applicant be able to have strong interpersonal relationships. She questioned if the position will be evaluated.

Township Manager Swichar stated that a performance evaluation is conducted after 90 days and after one year.

Supervisor Nielsen questioned if employee evaluations are in the employee handbook.

Township Manager Swichar stated performance evaluations are required per the employee manual.

Chairman Lambert questioned if Mr. Breslin has obtained his surety bond.

Township Manager Swichar stated that he submitted the paperwork to the insurance company.

4. OLD BUSINESS

5. NEW BUSINESS

Supervisor DiRado questioned if a new fund could be established for the development of a township building. There was a discussion among Board members about possible funding sources and locations for the township building, and best practices.

Chairman Lambert stated that the current park location would result in the township saving funds by not having to fund a real estate purchase.

Supervisor DiRado questioned whether Mr. Swichar could arrange possible tours of buildings in other municipalities.

6. Public Participation.

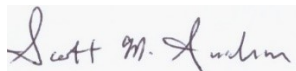
None

7. Adjournment.

MOTION: Vice Chairman Heffern made a motion to adjourn the January 18, 2021 Board of Supervisors Meeting at 6:50 PM. Chairman Lambert seconded.

VOTE: 4-0

Respectfully Submitted,



Scott Swichar,
Township Manager/Secretary