



EAST FALLOWFIELD TOWNSHIP



Board of Supervisors Reorganizational Meeting Agenda January 3, 2023 at 6:00 p.m.

1. Call to Order, Silent Meditation, and Pledge of Allegiance.
2. An Executive Session was held on January 3, 2023 to discuss personnel matters.
3. Township Manager Swichar give introductions for the swearing-in ceremony of new police chief
4. Reverend Annalie Korengel delivers invocation at the swearing-in of Chad Osborn
5. Swearing in Chad Osborn as Chief of Police – Judge Nancy Gill.
6. Elect Temporary Chairperson to start the meeting.

MOTION: I make a motion to appoint _____ as temporary Chairperson to start the January 3, 2023 Reorganizational meeting.

7. Election of Chairperson.

MOTION: I make a motion to appoint _____ as the 2023 Board of Supervisors Chairperson.

8. Election of Vice Chairperson.

MOTION: I make a motion to appoint _____ as the 2023 Board of Supervisors Vice Chairperson.

9. Appointment of Township Solicitor.

MOTION: I make a motion to appoint the firm of Siana, Bellwoar & McAndrew, LLP for the 2023 year, at the rate of \$210 per hour for general municipal legal services.

10. Resolution 2023-01 Township Auditor for Fiscal year 2023.

MOTION: I make a motion to approve Resolution 2023-01 appointing BBD as the East Fallowfield Township auditors, replacing the elected auditors for the fiscal year of 2023.

11. Appointment of Township Manager.

MOTION: I make a motion to appoint Scott Swichar as the 2023 Township Manager.

12. Appointment of Township Treasurer.

MOTION: I make a motion to appoint Lisa Ionata as the 2023 Township Treasurer.

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

MOTION: I make a motion to appoint Scott Swichar as the 2023 Township Secretary and Township Right to Know Officer.

14. Appointment of Administrative Office Assistant.

MOTION: I make a motion to appoint Denise Verderosa as the 2023 Administrative Office Assistant.

15. Appointment of Part-Time Office Assistant



EAST FALLOWFIELD TOWNSHIP



Board of Supervisors Reorganizational Meeting Agenda January 3, 2023 at 6:00 p.m.

MOTION: I make a motion to appoint Sue Sereditch as the part-time Office Assistant.

16. December 13, 2022 Board of Supervisors Meeting Minutes

PROPOSED MOTION: I make a motion to approve the December 13, 2022 Board of Supervisors meeting minutes.

17. 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 Environmental Advisory Committee (EAC) at 6:30pm on the 3rd Thursday of every month.

18. Collective Bargaining Agreement with Teamsters and East Fallowfield Township

MOTION: I move that the Board approve and authorize the execution of the Collective Bargaining Agreement between East Fallowfield Township and the Teamsters, in the form as presented.

19. Appointment of Public Works Department.

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

| | |
|-------------------------------------|----------------------------------|
| Public Works Assistant Road Foreman | Tim Gathercole – \$31.86/hour |
| Public Works Laborer | Justin Gathercole – \$28.46/hour |
| Public Works Laborer | Bill Lewis-\$27.04/hour |

20. Appointment of “As needed” snow plowers.

MOTION: I make a motion to appoint the following “as needed” snow plow operators as presented, with those with a CDL paid \$21.00 per hour, and the rest of the snow plow operators being paid \$20.00 per hour

| | |
|--------------------|-------------------------------|
| Snow Plow Operator | Dan Mowery – \$21.00/hour |
| Snow Plow Operator | Joe Gathercole - \$20.00/hour |
| Snow Plow Operator | Alfred Perine - \$20.00/hour |
| Snow Plow Operator | Jim Reagan – \$21.00/hour |
| Snow Plow Operator | Anthony Sirna – \$21.00/hour |
| Snow Plow Operator | Frank Dowlin - \$21.00/hour |
| Snow Plow Operator | Chris Corle - \$21.00/hour |
| Snow Plow Operator | Bruce Phillips-\$21.00/hour |
| Snow Plow Operator | Alex Gambs-\$20.00/hour |
| Snow Plow Operator | Andrae Reason-\$20.00/hour |

21. 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 |



EAST FALLOWFIELD TOWNSHIP



Board of Supervisors Reorganizational Meeting Agenda January 3, 2023 at 6:00 p.m.

22. Police Department.

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

| | |
|-----------------------------------|-------------------------------------|
| Sergeant/Full-Time Police Officer | Brian Simmons – \$48.40/hour |
| Full-Time Police Officer | Kevin Simmons – \$45.11/hour |
| Full-Time Police Officer | Richard McAllister – \$45.11/hour |
| Full-Time Police Officer | John Hewczuk – \$36.97 hour |
| Full-Time Police Officer | Francis J. O’Donnell – \$45.11/hour |
| Full-Time Police Officer | John Rappold – \$45.11/hour |
| Part-Time Police Officer | David Wakeley - \$30.61/hour |
| Part-Time Police Officer | Sean Marasco-\$27.05/hour |
| Part-time Police Officer | Andrew Schreiber-\$27.05/hour |

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

MOTION: I make a motion to appoint Nancy Baker as the 2023 part-time Police Administrative Assistant and Police Right to Know Officer.

24. Building Inspector/Code Officer/Zoning Officer.

MOTION: I make a motion to appoint Keystone Municipal Services, Inc. as the 2023 Township building inspection, code official, and zoning services.

25. 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 –

26. 2023 State Supervisor’s Association Convention Voting Delegate.

MOTION: I make a motion to appoint _____ as the 2023 State Supervisor’s Association Convention Voting Delegate, and as alternate Voting Delegate.

27. 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.

28. Vacancy Board.



EAST FALLOWFIELD TOWNSHIP



Board of Supervisors Reorganizational Meeting Agenda January 3, 2023 at 6:00 p.m.

MOTION: I make a motion to appoint _____ as the East Fallowfield Township 2023 Vacancy Board member.

29. Law Offices of John Carnes Jr.

MOTION: I make a motion to appoint The Law Offices of John Carnes Jr. as the 2023 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.

30. Herbert E. MacCombie Jr. P.E.

MOTION: I make a motion to appoint Herbert E. MacCombie Jr. P.E. as the 2023 Township Sewer Consultant, and approve their 2023 fee schedule, as presented.

31. Traffic Planning and Design.

MOTION: I make a motion to appoint Traffic Planning and Design as the 2023 Township Traffic Consultants, and approve their 2023 fee schedule, as presented.

32. Township Engineer.

MOTION: I make a motion to appoint Della Penna Engineering Inc. as the 2023 Township Engineer, and approve his 2023 fee schedule as presented.

33. Fee Schedule Resolution 2023-02.

MOTION: I make a motion to approve Resolution 2023-02 approving the Township Fee Schedule.

34. Agricultural Security Commission.

a. Appointment of 2023 Chairperson (Board of Supervisor Member).

MOTION: I make a motion to appoint _____ (Board of Supervisor Member) as the 2023 Chairperson of the Agricultural Security Commission.

Joe Heffern-Board of Supervisors Member) - Chairperson 2022

- Roxanne Liberace– Resident 2022 to 2023 (2-year term)
- Arthur DeLeo – Farmer 2022 to 2026 (5-year term)
- Clarence Rhoades III – Farmer 2021 to 2023 (3-year term)
- VACANT – Farmer 2020 to 2023 (4-year term)

35. Zoning Hearing Board.

Resolution to Appoint Kathleen Moffitt as a Zoning Hearing Board member for the term ending December 31, 2025.

MOTION: I make a motion to adopt Resolution 2022-3 appointing Kathleen Moffitt as a Zoning Hearing Board member for the term ending December 31, 2024.

- Kathleen Moffitt – Member 2020 to 2022
- Ellis Weiss - Member 2021 to 2023



EAST FALLOWFIELD TOWNSHIP



Board of Supervisors Reorganizational Meeting Agenda January 3, 2023 at 6:00 p.m.

Jason Hewson – Member 2022-2024

36. Planning Commission.

Motion: I make a motion to reappoint _____ to the Planning Commission for the term ending December 31, 2026

Motion: I make a motion to reappoint _____ to the Planning Commission for the term ending December 31, 2026

Motion: I make a motion to reappoint _____ to the Planning Commission for the term ending December 31, 2026

| | | |
|-----------------------|---------------|---------------------|
| Michael Domboski | Chairman | 2020 to 2023 |
| Sue Monaghan | Vice Chairman | 2020 to 2023 |
| <i>Alfred Wright</i> | <i>Member</i> | <i>2019 to 2022</i> |
| <i>Jonathan Egger</i> | <i>Member</i> | <i>2019 to 2022</i> |
| <i>Joe Perzan</i> | <i>Member</i> | <i>2019 to 2022</i> |
| Vacant | Member | 2022 to 2025 |
| Jennifer Wright | Member | 2022 to 2025 |

37. Park and Recreation Committee.

| | | | |
|-----------------|--------|--------------|-------------|
| Al Wright | Member | 2020 to 2024 | 5 year term |
| Frederick Weiss | Member | 2022 to 2026 | 5 year term |
| Sandra Stephens | Member | 2021 to 2025 | 5 year term |
| Vacant | Member | 2022 to 2026 | 5 year term |
| Clare Small | Member | 2019 to 2023 | 5 year term |
| Teri Dickinson | Member | 2021 to 2025 | 5 year term |
| Christen Ali | Member | 2022 to 2026 | 5 year term |

38. Historical Commission.

| | | | |
|-----------------------|-----------|--------------|-------------|
| Joe McCormick | Chairman | 2020 to 2024 | 5 year term |
| Sue Monaghan | Secretary | 2022 to 2026 | 5 year term |
| Connie McLaughlin | Member | 2020 to 2024 | 5 year term |
| Arthur DeLeo | Member | 2022 to 2026 | 5 year term |
| Clarence Rhoades, III | Member | 2022 to 2026 | 5 year term |
| Chad Peterson | Member | 2022 to 2026 | 5 year term |
| Lee Schlingman | Member | 2019 to 2023 | 5 year term |
| Vacant | Member | 2022 to 2026 | 5 year term |
| Vacant | Member | 2019 to 2023 | 5 year term |

39. Environmental Advisory Committee (EAC)

MOTION: I make a motion to appoint _____ to the Environmental Advisory Committee (EAC) with the term ending 12/31/2023. (9 members maximum)



EAST FALLOWFIELD TOWNSHIP



Board of Supervisors Reorganizational Meeting Agenda January 3, 2023 at 6:00 p.m.

| | | |
|----------------|-------------------------------|-------------|
| Scott Swichar | Member 2023 to 2023 | 1-year term |
| Joe Heffern | Member 2023 to 2023 | 1-year term |
| John Nielsen | Member 2023 to 2023 | 1-year term |
| Teri Dickinson | Member 2023 to 2023 | 1-year term |
| Deane Madsen | Member 2023 to 2023 | 1-year term |
| Tanner Burns | Member 2023 to 2023 | 1-year term |
| Jeanne Berlin | Member 2023 to 2023 | 1-year term |
| Vacant | Member 2023 to 2023 | 1-year term |
| Katja DiRado | Alternate Member 2023 to 2023 | 1-year term |

40. Municipal Building Committee

MOTION: I make a motion to reappoint _____ to the Municipal Building Committee with the term ending 12/31/2023 (5 members maximum)

| | | |
|-----------------|---------------------|-------------|
| Jennifer Wright | Member 2023 to 2023 | 1-year term |
| Wilson Lambert | Member 2023 to 2023 | 1 year term |
| Katja DiRado | Member 2023 to 2023 | 1 year-term |
| Mike Domboski | Member 2023 to 2023 | 1 year-term |
| Brian Simmons | Member 2023 to 2023 | 1 year-term |
| Scott Swichar | Advisor | 1 year-term |

41. United Construction Code Township Representative and Alternate.

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

42. Elected Auditors.

Township Board of Auditors shall hold an organization meeting on Wednesday, January 4, 2023 at 6:00 p.m. at the Township building.

| | | |
|----------------|--------------|-----------------------|
| Vacant | 2022 to 2023 | 2 year unexpired term |
| Sharon Scott | 2022 to 2027 | Full Term |
| Ayoade Ojikutu | 2020 to 2025 | 6 year term |

Note: In 2021, Ms. Scott won the 2-year unexpired seat and the Full term, but can only accept one position. For the 2-year unexpired term (2022 to 2023), the Township should appoint someone to fill the term until the next Municipal Election

43. Tax Collector 4-year term

Barbara Ann Henry 2022 to 2025 4 year term

44. Constable 6 year term

Tammy Marie Corlessa 2022 to 2027 6 year term



EAST FALLOWFIELD TOWNSHIP



Board of Supervisors Reorganizational Meeting Agenda January 3, 2023 at 6:00 p.m.

45. Designated Banks.

MOTION: I make a motion recognizing Fulton Bank and Meridian Bank as the Township designated banks.

46. November 30, 2022 Treasurer's Report

PROPOSED MOTION: I make a motion to approve the November 30, 2022 Treasurer's Report as presented.

47. Payment Authorizations.

PROPOSED MOTION: I make a motion to approve the Payment Authorizations for the period of December 14, 2022 through January 3, 2023 in the total amount of \$_____ as presented.

48. Consultant Selection Committee for East Fallowfield Open Space, Recreation, and Environmental Resources Plan Update.

PROPOSED MOTION: I make a motion to appoint _____ and _____ (pick two names) to work on a Consultant Selection Committee with staff as part of the consultant selection process for the East Fallowfield Township Open Space, Recreation, and Environmental Resources Plan Update.

49. An Agreement between East Fallowfield Township and Meridian Bank for Remote Deposit

PROPOSED MOTION: I move that the Township approve an agreement between East Fallowfield Township and Meridian Bank authorizing remote deposit.

50. Proposed Chicken Ordinance (Discussion)

51. New Business.

52. Public Participation.

53. Adjournment.

MOTION: I make a motion to adjourn the January 3, 2023 Reorganizational Meeting.