

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
March 22, 2011
Approved minutes
6:42 PM

CALL TO ORDER, SILENT MEDITATION, AND PLEDGE OF ALLEGIANCE

IN ATTENDANCE: Chris Amentas, Chairman; Chris Makely, Vice Chairman; George Broadbent, Member; Gary Barach, Member; Mark Toth, Member; Denise Miller, Township Secretary; Jill Bukata, Township Manager and Treasurer; Vince Pompo, Solicitor.

APPROVAL OF MINUTES:

December 21, 2010 minutes – Mr. Amentas made a motion to approve the December 21, 2010 minutes as presented. Mr. Broadbent seconded. Members Mr. Makely and Mr. Broadbent abstained. Vote passed.

January 3, 2011 minutes – Mr. Amentas made a motion to approve the January 3, 2011 minutes as presented. Mr. Makely seconded. Mr. Toth abstained. Vote passed.

January 3, 2011 re-organization minutes – Mr. Amentas made a motion to approve the January 3, 2011 re-organization minutes as presented. Mr. Makely seconded. Mr. Toth abstained. Vote passed.

January 25, 2011 minutes – Mr. Amentas made a motion to approve the January 25, 2011 minutes as presented. Mr. Makely seconded. Mr. Barach abstained. Vote passed.

February 22, 2011 minutes – Mr. Amentas made a motion to approve the February 22, 2011 minutes as presented. Mr. Makely seconded. Mr. Amentas abstained. Vote passed.

CITIZENS BY REQUEST:

Sharon Scott – Mrs. Scott read Section 904 (e) and Section 907 of the Second Class Township Code book. Mrs. Scott further stated that she went to the township and asked for the concise financial statements and in conversation Mrs. Bukata replied “well this is East Fallowfield.” Mrs. Scott would like Mrs. Bukata written up for this comment.

TREASURER’S REPORT

Jill Bukata presented the financial report and payment authorizations.

Cash balances are as follows

General Fund	\$500,692.60
Liquid Fuels Fund	\$192,201.56
Capital Project Fund	\$510,974.93
Escrow Fund including West Chester Road	\$428,306.40
Park and Recreation Fund	\$267,756.93

Payment authorizations for the period of February 23, 2011 through March 22, 2011

From the General Fund	\$150,224.61
From the Liquid Fuels Fund	\$ 11,538.74
From the Escrow Account	\$ 26,967.17
From the Park and Recreation Accounts	\$ 12,260.94
Payroll Transfers	\$ 76,356.09

Mr. Makely asked Mrs. Bukata about the payment to Fairview Designs. Mrs. Bukata replied that she is doing the basic work and Sue Haldeman is doing the rest of the entries. Mrs. Bukata also stated that all website work will be performed by the township office staff by June 2011. Mr. Makely asked Mrs. Bukata to start invoicing the Development Home Owners Associations by the April 2011 meeting. Mrs. Bukata deferred to Mr. Pompo for the status on the fire hydrant billing. Mr. Pompo stated that all of the Developments

since his tenor have covenants that require payment for fire hydrants. Mr. Pompo also stated that there was an analysis done on how the township could do an ordinance to require township homes within approximately 700 feet of the hydrants to also pay but it appeared that the cost for set up and billing would outweigh the revenue that would be generated. Mrs. Bukata asked Mr. Pompo to send her the analysis.

Mr. Barach asked Mrs. Bukata do a consolidation of each fund every month on the balance sheet. Mr. Barach also asked for the status of the township audit. Mrs. Bukata replied that she is waiting for a new draft of the audit. Mrs. Bukata also stated that she will send Mr. Broadbent the 2008 Management Discussion and Analysis (MDA) and the 2009 MDA to Mr. Barach for their review tomorrow. Mr. Barach asked Mrs. Bukata if they signed off on the MDA's by March 29, 2011 when can the Board expect the final audit. Mrs. Bukata replied "within a week or two." Mr. Barach and Mr. Broadbent agreed to have their responses to Mrs. Bukata by this date. Mr. Barach asked Mrs. Bukata if the cash flow analysis was completed. Mrs. Bukata replied "no." Mr. Barach stated that he would like that by the April 2011 meeting. Mr. Makely asked if the 2010 audit was put out to bid. Mrs. Bukata replied "she will put it out to bid." Mr. Barach also asked Mrs. Bukata if she tried to negotiate a fee for the 2010 audit with the current auditors. Mrs. Bukata replied that she is waiting for a reply. Mr. Barach asked about the \$29,000.00 check from the Liquid Fuel Fund to the General Fund. Mrs. Bukata replied that is because in 2009 the \$29,000.00 went into the General Fund but should have gone into the Liquid Fuels Fund.

Mr. Barach asked if delinquent letters were mailed to residents who owe for trash pickup. Mrs. Bukata explained that in December 2010 certified and regular mail letters were sent out saying that if you don't pay your trash bill it will go to Collection Specialists.

Mr. Makely asked Mr. Pompo if the township is compliant with Section 904 (e). Mr. Amentas asked Mrs. Bukata if the financial statement was advertised by March 10, 2011. Mrs. Bukata replied "no."

Mr. Amentas also asked Mrs. Bukata if she is confident with the \$292,840.00 amount. Mrs. Bukata stated that the West Chester Road amount is \$196,003.00 and she is confident in that amount and believes there is still one builder that owes the Township. Mr. Amentas questioned the \$93,000.00. Mrs. Bukata replied that \$96,000.00 came in from Mendenhall/Deluca/Pelham. Mr. Pompo stated that they posted a bond for their security but the Township requested a cash escrow for inspections and township costs because it is difficult to get paid out of a bond. That money was pursuant to a cash escrow agreement for the purpose of paying township expenses as the development went forward. Once it was realized what the amount was Mr. Pompo said he instructed Mrs. Bukata to remove the funds from the account and put them in the other escrow fund. Mr. Pompo stated that tasks were assigned to Dewey Homes and Ted Moser back in the late fall and have not been fulfilled yet. Mr. Amentas asked Mrs. Bukata to follow up with Dewey Homes and Ted Moser. Mr. Barach asked Mr. Pompo who authorized him to give tasks out. Mr. Pompo replied that these were investigations relative to the plans for the project itself that have been developed for Dewey Homes. Mr. Pompo stated that what he is trying to do is essentially come up with a plan that can put the money they have to the best use for the intersection of West Chester Road and South Caln Road. There is no plan until engineers can look at things and give advice on what can or cannot be done. Mr. Amentas stated that the reason Mr. Pompo got involved is because the legal obligations that various parties had under Conditional Use approvals were not clear. Dewey Homes was obligated to perform the work when there was enough money in the fund to do the work. Mr. Barach asked if there is an issue as to whether the township could use the money if they had escrow money based upon completing something that they never completed. Mr. Pompo replied that Northwood's development had a trigger that was based on the number of houses prior to the issuance of use and occupancy for the building permit for the final house; they had to install a flashing yellow light. Mr. Pompo stated that Dewey Homes and Ted Moser need information from the Board. Mr. Amentas asked Mr. Pompo "whose private land has to be acquired." Mr. Pompo replied that the southwest corner; because of the angles and where the existing road is. Under the approved plan there was a requirement for land acquisition." Mr. Broadbent asked Mr. Pompo if he knows when Martin Farm is going to ask for dedication. Mr. Pompo replied that at the last board meeting a request for final acceptance was denied by the board for Manchester Farms Phase I. The Board would like this put on the April 12, 2011 workshop. Mr. Amentas made a motion to approve the February 28, 2011. treasurer's report as presented. Mr. Broadbent seconded. Vote: Unanimous.

Payment authorizations – Mr. Amentas made a motion to approve the payment authorizations as presented. Mr. Broadbent seconded. Vote: Unanimous.

PARK AND RECREATION:

February 2011 report – The February 2011 Park and Recreation report was presented.

Footbridge bid award – Mr. Carling presented the Board of Supervisors with his recommendation to award the footbridge bid to Betta Construction, LLC WBE for \$18,500.00. Mr. Amentas asked Mr. Carling why he recommended Betta Construction. Mr. Carling replied "they are the lowest qualified bidder." Mr. Pompo stated that Chris Della Penna investigated Betta Construction's references and they were satisfactory. Mr. Broadbent made a motion to accept the footbridge bid from Betta Construction, LLC WBE of Blue

Bell, PA for the amount of \$18,500.00. Mr. Toth seconded. Mr. Barach asked Mr. Carling what the construction material is made out of. Mr. Carling replied "Timber Tech pressure treated wood for the main structural components." Mr. Barach also inquired if Beta Construction submitted their insurance. Mr. Pompo replied that by submitting their bid they are saying that they comply with the requirements and the insurance is submitted before the contract is signed. Mr. Amentas asked who prepared the specifications. Mr. Carling replied that he did the drawing. Mr. Amentas asked if Mr. Carling is an engineer. Mr. Carling replied that he is not; that is why he had Mr. Della Penna approve them. Mr. Barach asked about the mechanism that attaches to the slats. Mr. Carling replied that everything is screwed together and then bolted to the L bracket which is mounted into the top of the concrete piers. Buddy Rhoades asked for the other two bid amounts. Mr. Broadbent replied "JMC Contractors, Inc. was for \$44,000.00 and Amric Construction, Inc. was for \$21,000.00." Conrad DeAbreu asked if Beta Construction applied for a Department of Environmental Protection permit. Mr. Carling replied that they have a sedimentation control plan approved by the County. Vote: Unanimous.

HISTORICAL COMMISSION:

No report submitted.

SOLICITOR'S REPORT:

Mr. Pompo announced that in addition to the March 8, 2011 Executive meeting the Board met prior to this evening's meeting to discuss a matter that is in litigation.

LEGAL ISSUES:

Telecommunications Ordinance – Mr. Pompo presented the Board of Supervisors with a revised Cable ordinance. "In the event that a change in the federal law modifies the definition of cable service to include a service not currently classified as cable service then franchisee agrees that it will apply the resultant effect on revenues derived from such cable service to its computation and collection of franchise fees within a reasonable period of time, but no later than sixty (60) days after receiving written notice from the franchise authority." Mr. Barach asked "what happens if there is a test case in state court not federal court." Mr. Pompo replied that he does not believe there would be a case because this is all regulated under a section of the federal telecommunications act which contains a definition of cable service. Mr. Barach also asked what would happen if Comcast or another utility company made an agreement with a municipality that does address these types on ancillary revenues that is not under federal law just as a concession being made. Mr. Pompo stated that you could add "and if Comcast should undergo any type of negotiations like that with any municipality we reserve the right to have the same rates" or right after that Federal law change "in policies according to pending municipality." Mr. Pompo also stated that you could add "or franchisee policy." Mr. Barach replied "policies or any one or group of municipalities; so if they go out and negotiate something with another municipality who has more leverage and that municipality gets revenue from voice over IT, then East Fallowfield Township will automatically be afforded that same benefit without federal law having to dictate that." Mr. Broadbent asked if cable service or service "the one way transmission of video programming or other programming service" automatically constitutes internet and voice over IT. Mr. Pompo replied "no" this has been litigated and adjudicated by the FCC and made absolutely clear that "cable service" does not include those types of services. Mr. Broadbent asked if the township has the right to deny the franchise. Mr. Pompo replied that he wouldn't know why because it is a revenue generating franchise for the township. Mr. Makely made a motion to adopt Ordinance 2011-01 regulating cable service pursuant to sections 1502, 1503, 1532(A)(2), and 2322 of the second class township code and pursuant to applicable federal and state law. Mr. Broadbent seconded. Sharon Scott asked what the cable ordinance tells township residents to do. Mr. Amentas replied that the ordinance does not tell the township residents to do anything; it governs the relationship between the township and Comcast. Mr. Barach abstained. Vote passed.

Comcast Franchise Agreement – Mr. Makely made a motion to sign the Franchise agreement between East Fallowfield Township and Comcast of Southeast Pennsylvania, LLC. Draft of April 14, 2010. Mr. Broadbent seconded. Sharon Scott asked if the agreement is for ten years. Mr. Amentas replied "yes." Mrs. Scott objects to the Board signing a franchise agreement for ten years. Mrs. Scott also asked how the revenue is calculated and the amount of the township yearly revenue. Mr. Pompo replied that it is calculated on gross revenue that does not include any other taxes. Mrs. Bukata stated that the yearly revenue is approximately \$62,000.00. Buddy Rhoades asked if there is a way to check the revenue payments from Comcast. Mr. Pompo replied that in the ordinance it gives the right for the township to ask for more information and do their own audit. Mr. Rhoades also asked if the township gets revenue from Verizon and if so; how much. Mrs. Bukata replied "5%" Jim Cochran stated that in the February minutes Mrs. Bukata stated that the township gets \$110,000.00 revenue a year from Comcast. Mr. Bukata replied "that is for Verizon and Comcast." Mr. Amentas asked how the township would proceed if there is a violation of the agreement or ordinance. Mr. Pompo replied "it depends on the breach of contract." Ed Porter asked if there was something in the agreement for resident extortion when bringing in cable. Mr. Broadbent replied that on page 15 there is a section on private property. Mr. Pompo stated Section 13-419 C covers that. Mr. Makely read section 419 C. "At minimum, a franchisee, shall serve all residential dwelling units within the township; (1) in which there exists a minimum of thirty-five (35) homes per linear mile into which service can otherwise be extended; and (2), provided such residential dwelling

unit is located within one–hundred fifty (150) linear feet of the distribution cable.” Bob King asked if the township is going to use the \$5,000.00 grant and put the Board meetings on cable. Sharon Scott stated that the township should ask for a \$50,000.00 sign on fee. Mr. Amentas called for a vote. Mr. Makely, Mr. Amentas, and Mr. Broadbent opposed. Vote failed. The Board tabled the franchise agreement for discussion to the April 12, 2011 workshop and directed Mr. Pompo to ask for a five year agreement. Mr. Amentas asked Mr. Pompo if the federal law allows the township to derive revenue from cable and if so does it specifically preclude the township from deriving revenue from other sources. Mr. Pompo replied “no.” Mr. Amentas also asked by what extent is the township limited by federal law or otherwise in any efforts to negotiate with Comcast over revenue from other sources. Mr. Pompo replied that the federal law has been very specific what is included in cable service and it also made it very clear that notwithstanding the fact public utilities now provide cable service such as Verizon.

Sewer Connection Ordinance – Mr. Pompo presented the sewer connection ordinance for advertisement that will be an additional provision solely in the sewer code that would mandate not withstanding any other provision of the code that if you received a notice from the township to connect and you have not connected; that connection must be made no later than a change in ownership of the dwelling unit. Mr. Pompo also stated that his office recommended also having a use and occupancy at change of ownership for the sole purpose of inspecting to see if the homeowner connected to the sewer. Mr. Amentas asked if inspection applies only to transfers of ownership. Mr. Pompo replied that it applies to all dwellings. Mr. Amentas stated that you cannot say that connection must be no later than ownership of a dwelling unit because those residents who are not selling their property transferring the unit will argue that they do not need to connect until they sell. Mr. Pompo stated that if the Board authorizes him he will take the people who haven’t connected and file lawsuits against each and everyone. Mr. Pompo also stated that the code official can cite as a violation of the ordinance and file an action with the district magistrate. Mr. Amentas stated that he is concerned that this ordinance arguably conflicts with the earlier provision which requires connection within sixty days. Mr. Broadbent suggested “any connections that are outstanding prior to the sale or transfer of the property must be made prior to that sale or transfer.” Mr. Pompo stated that he would prefer to take this under advisement and think about it and suggested making it unlawful to convey the property if there has not been compliance.

Toter structures – The Board asked Mrs. Bukata to get the specific zoning violations for the toter structure and tabled further discussion to the April 12, 2011 workshop.

Dangerous structures ordinance – Mr. Amentas stated that any time you consider infringing upon someone’s property you become vulnerable to a constitutional challenge. Mr. Broadbent asked Mr. Pompo if he knows why the condemnation was removed from the state provision. Mr. Pompo replied that he does not know. Mr. Broadbent asked Mr. Pompo to find out for the Board. Mr. Pompo stated that this ordinance as drafted does not contemplate the township demolishing the structure. Mr. Gathercole stated that something has to be done with “Marty’s Pub” because if it catches on fire it will affect the apartments beside it. Mr. Pompo stated that if the township wanted to demolish a dwelling he recommended not doing so without a court order. The Board tabled further discussion until the April 12, 2011 workshop.

Vegetation ordinance – This ordinance is for bamboo and limbs that hang in the township roads. The Board tabled further discussion until April 12, 2011 workshop.

POLICE DEPARTMENT:

February 2011 police report – The February 2011 police report was presented

PLANNING COMMISSION:

Ryan Ray – Comprehensive Plan update – No report submitted.

PUBLIC WORKS DEPARTMENT:

February 2011 road and vehicle report – The February 2011 road and vehicle report was presented.

Three year proposal of road construction – Mr. Gathercole proposed to overlay .05 miles of Hephzibah Hill Road for approximately \$45,000.00 from Strasburg Road to the township line, Old Wilmington Road for approximately \$45,000.00, and 26 feet of pipe work on Mink Hollow Road for the year 2011. Mr. Gathercole also requested Mr. Della Penna’s engineering services and approval for him to prepare the bids. Mr. Gathercole proposed doing 1.7 miles of Mortonville Road from the Modena line to Saw Mill Road for 2012. Mr. Makely asked about the balance in the Liquid Fuels Fund. Mrs. Bukata replied that the balance is \$192,000.00 and \$183,000.00 projected for 2011 with a total of approximately \$150,000.00 both routine expenses as well as the payment on the Freightliner due next January. \$115,000.00 of road work can be done in 2011 and have the remaining cash balance of \$110,000.00 going into 2012. The Board approved Mr. Gathercole moving forward. Mr. Barach asked if there have been any investigations on state grants to fund

the road projects. Mrs. Bukata replied “no.” Mr. Barach asked Mrs. Bukata to investigate for those grants. Mrs. Bukata replied “absolutely.” Mr. Makely asked Chief Porter if he has any pending grants. Chief Porter replied “no.” Mr. Barach asked Mr. Gathercole how he came up the road projects estimates. Mr. Gathercole replied that he called three companies for estimates.

Snow removal – Mr. Gathercole informed the Board that 409 regular hours and 390.5 overtime hours was utilized for snow removal, 660 tons of salt, and 169.36 tons anti-skid. Mr. Makely asked the number of snow storms. Mr. Gathercole replied “14.” Mr. Amentas asked what were the man hours for this year compared to last year. Mrs. Bukata replied that the hours were not compared to last year but the costs were probably similar. Mr. Gathercole also stated that 621 tons of salt was used in 2009 and 2010, 657 in 2008 and 2009, 596 in 2007 and 2008, and in 2006 and 2007 615 tons of salt were used.

Costs associated with trash toter delivery – Mrs. Bukata stated that York Waste already gave the township a discount of a previous invoice for man hours involved in the original delivery of toters. Mrs. Bukata also asked for an additional \$2,500.00 for truck usage as well as time in January and February for additional toter delivery or missed trash pickup picked up by the road department.

Vehicles to be sold – Mr. Gathercole recommended the sale of the 2005 Impala that has a bad transmission and a 2000 Crown Victoria vehicle used by the street department. Morelli Hoskins Ford said they will take the vehicles as a trade in now and give the township a credit towards a future purchase. Chief Porter said that the part time police car can also be traded in once it is ready for trade in. Mr. Toth asked the status on the EMS car. Mr. Gathercole replied that he does not recommend the sale of the EMS car because they would want another vehicle and it would be costly to remove the decals. Mr. Amentas asked if the vehicles are ready to be traded in. Mr. Gathercole “yes.”

EMERGENCY SERVICES:

Fire contracts – Mr. Makely informed the Board that after Chris Amentas and he met with the fire companies he believes that it makes sense to have Thorndale Fire company assigned to Brinton Station because it backs up to Thorndale and have Modena the primary fire company for East Fallowfield Township. The fire companies are fine with allocating the money between them and they also requested more money. Mr. Barach asked if Modena has the proper equipment to be the primary fire company. Mr. Makely replied that “no one unit is complete.” Concordville has a pumper that all fire companies are using. Mr. Gathercole stated that this decision is not up to the Board; it’s up to the Fire Chiefs. The Board asked Mrs. Bukata to ask Tony Sirna, Assistant Fire Marshal, to attend the April 12, 2011 workshop.

UNFINISHED BUSINESS:

Cost of Training Facility litigation – Mrs. Bukata stated that after receiving the \$10,000.00 for the tree removal the total cost to the township is \$19,064.00.

Vermeil costs – Mrs. Bukata stated that the balance due for Cingular Wireless/Vermeil is \$10,747.00. Mr. Pompo stated that Mr. Vermeil’s attorney requested that he submit all unpaid invoices for payment.

Bank held escrows – A listing of bank held escrows, confirmed by Chris Della Penna, was presented. Mr. Amentas asked if \$365,000.00 the escrow balance for Phase II of Manchester Farm. Mrs. Bukata replied “yes.”

Emergency vehicle mileage and fuel costs – Mrs. Bukata reported that 151,000 miles are on the emergency vehicle and the township pays under \$200.00 for the insurance. Buddy Rhoades stated that he would like to know how much fuel is being used in the EMS vehicle.

Zachary Walker discussion – Mr. Toth stated that he is working with the Historical Commission on having something for the anniversary of Zachary Walker and will keep the Board updated.

School sewer request – Mr. Barach stated that the township received Mr. MacCombie’s recommendation and no recommendation from Pennsylvania American Water.

NEW BUSINESS:

Snow removal procedures – Mr. Broadbent asked Mr. Gathercole how much of a problem it is for the road department when residents shovel snow out onto the township roads. Mr. Gathercole replied that most townships have an ordinance that prohibits shoveling snow onto township roads. Mr. Gathercole also stated that when this occurs the plows push the snow back.

Polling location – Mr. Toth stated that the Democratic and Republican zone leaders asked the township to make a formal request in order to move the polling place to Hephzibah Baptist Church. Mr. Makely stated that he is not sure if residents would object to voting in a Baptist Church. Mr. Toth stated that there are 226 polling locations in Chester County of which fifty are in a church. Mr. Broadbent inquired if voting could be held at East Fallowfield Elementary School. Mr. Toth replied that school will be in session for the primary so there will be no parking. Mr. Toth made a motion to formally request that Chester County Voter Services relocate the East Fallowfield-East polling location to Hephzibah Baptist Church at 2237 Strasburg Road. Mr. Amentas seconded. Jim Sisk asked if the church agreed to have voting there. Mr. Toth replied “yes.” Buddy Rhoades stated that the Supervisor’s have no authority on where voting takes place. Sharon Scott stated that a church is not for voting it is for the worship of Christ. Bob King stated that the police and road department vehicles should be moved to the township park in order to make room for voter parking. Ed Porter stated that he spoke with the school and they said they would help out with the parking for the primary. Mr. Porter also stated that he spoke with the Republican Committee members but has not heard from any Democratic Committee members. Joe Pomorski stated that the primary should be at the township office because there is not enough time to let residents know of the move. Jim Sisk stated that you could put a sign at the end of the driveway to inform residents of the new voting location. No vote taken on Mr. Toth’s motion. Mr. Broadbent made a motion to send a letter to voter’s services supporting the relocation of the polling facility from East Fallowfield Township to East Fallowfield Elementary School. Mr. Toth seconded. Vote: Unanimous.

PUBLIC PARTICIPATION:

Buddy Rhoades of 2176 Strasburg Road – Mr. Rhoades asked if Mr. Vermeil paid anything towards the tower. Mrs. Bukata replied “\$873.00 is his balance due.” Mr. Makely asked when the settlement was made for \$10,000.00. Mrs. Bukata replied “December.” Mr. Makely said there was approximately \$100,000.00 in damages. Mr. Pompo replied that the settlement requires PECO, the landowner, to restore the area where the trees were cut down. Mr. Makely stated that whoever cut the trees down should have been fined. Mr. Rhoades asked if the \$10,747.00 was for legal fees. Mrs. Bukata replied “it’s a combination of everything.”

Bob King of 235 Misty Patch Road – Mr. King asked the Board how many law suits the township is involved in. Mr. Amentas replied “one.” Mr. King asked how much money is invested with the BAWA litigation. Mr. King also asked if part time police officers get time and a half for working holidays. Mrs. Bukata replied that the contract says full time police officers receive time and a half. Mr. King asked Chief Porter to provide the number of holidays worked by full time police officers. Chief Porter replied “ok.”

Buddy Rhoades of 2176 Strasburg Road – Mr. Rhoades asked the total cost of the engineer study of speed humps on Old Wilmington Road. Mrs. Bukata replied “4,715.40.”

ADJOURNMENT: Mr. Amentas made a motion to adjourn the Board of Supervisors meeting at 10:10 PM. Mr. seconded. Vote: Unanimous.

Respectfully Submitted,

Denise Miller,
Township Secretary