



# EAST FALLOWFIELD TOWNSHIP



## Board of Supervisors Reorganizational Meeting Agenda January 3, 2022 at 6:00 p.m.

1. Call to Order, Silent Meditation, and Pledge of Allegiance.
2. An Executive Session was held on December 14, 2021 to discuss personnel matters.
3. Swearing in Al Wright as Township Supervisor – Judge Nancy Gill.
4. Elect Temporary Chairperson to start the meeting.

MOTION: I make a motion to appoint \_\_\_\_\_ as temporary Chairperson to start the January 3, 2022 Reorganizational meeting.

5. Election of Chairperson.

MOTION: I make a motion to appoint \_\_\_\_\_ as the 2022 Board of Supervisors Chairperson.

6. Election of Vice Chairperson.

MOTION: I make a motion to appoint \_\_\_\_\_ as the 2022 Board of Supervisors Vice Chairperson.

7. Appointment of Township Solicitor.

MOTION: I make a motion to appoint the firm of Siana, Bellwoar & McAndrew, LLP for the 2022 year, at the rate of \$205 per hour for general municipal legal services.

8. Resolution 2022-01 Township Auditor for Fiscal year 2021.

MOTION: I make a motion to approve Resolution 2022-01 appointing BBD as the East Fallowfield Township auditors, replacing the elected auditors for the fiscal year of 2021.

9. Appointment of Township Manager.

MOTION: I make a motion to appoint Scott Swichar as the 2022 Township Manager.

10. Appointment of Township Treasurer.

MOTION: I make a motion to appoint Joe Breslin as the 2022 Township Treasurer.

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

MOTION: I make a motion to appoint Scott Swichar as the 2022 Township Secretary and Township Right to Know Officer.

12. Appointment of Administrative Office Assistant.

MOTION: I make a motion to appoint Denise Verderosa as the 2022 Administrative Office Assistant.

13. Appointment of Part-Time Office Assistant

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

14. [December 14, 2021 Board of Supervisors Meeting Minutes](#)



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**PROPOSED MOTION:** I make a motion to approve the December 14, 2021 Board of Supervisors meeting minutes.

- 15. 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/EAC at 6:30pm on the 3<sup>rd</sup> Thursday of every month.

- 16. 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 – \$36.67/hour
Public Works Assistant Road Foreman	Tim Gathercole – \$31.86/hour
Public Works Laborer	Justin Gathercole – \$27.10/hour
Public Works Laborer	Bill Lewis-\$22.00/hour

- 17. 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 \$21.00 per hour, and the rest of the snow plowers being paid \$16.50 per hour

Snow Plower	Dan Mowery – \$21.00/hour
Snow Plower	Joe Gathercole - \$16.50/hour
Snow Plower	Alfred Perine - \$16.50/hour
Snow Plower	John Scott - \$21.00/hour
Snow Plower	Jim Reagan – \$21.00/hour
Snow Plower	Anthony Sirna – \$21.00/hour
Snow Plower	Frank Dowlin - \$21.00/hour
Snow Plower	Eddie Simpson - \$21.00/hour
Snow Plower	Chris Corle - \$21.00/hour
Snow Plower	Bruce Phillips-\$21.00/hour
Snow Plower	Thomas Nash-\$21.00 hour

- 18. 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

- 19. Police Department.

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

Chief of Police	Christopher Porter – \$ 103,177.18/year
Sergeant/Full-Time Police Officer	Brian Simmons – \$45.62/hour
Full-Time Police Officer	Kevin Simmons – \$42.52/hour



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Full-Time Police Officer  
Full-Time Police Officer  
Full-Time Police Officer  
Full-Time Police Officer

Richard McAllister – \$42.52/hour  
John Hewczuk – \$34.85/hour  
Francis J. O’Donnell – \$42.52/hour  
John Rappold – \$42.52/hour

Part-Time Police Officer  
Part-time Police Officer

David Wakeley - \$28.85/hour  
James Ensor- \$25.50/hour  
Sean Marasco-\$25.50/hour  
Alexander Fleming-\$20.00  
Christopher Coline-\$20.00  
Rebecca Sousa-\$20.00  
Andrew Schreiber-\$20.00

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

MOTION: I make a motion to appoint Nancy Baker as the 2022 part-time Police Administrative Assistant and Police Right to Know Officer.

21. Building Inspector/Code Officer/Zoning Officer.

MOTION: I make a motion to appoint Keystone Municipal Services, Inc. as the 2022 Township building inspection, code official, and zoning services.

22. 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 –

23. 2022 State Supervisor’s Association Convention Voting Delegate.

MOTION: I make a motion to appoint \_\_\_\_\_ as the 2022 State Supervisor’s Association Convention Voting Delegate, and as alternate Voting Delegate.

24. 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.

25. Vacancy Board.

MOTION: I make a motion to appoint \_\_\_\_\_ as the East Fallowfield Township 2022 Vacancy Board member.

26. Law Offices of John Carnes Jr.



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## Board of Supervisors Reorganizational Meeting Agenda January 3, 2022 at 6:00 p.m.

MOTION: I make a motion to appoint The Law Offices of John Carnes Jr. as the 2022 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.

27. Herbert E. MacCombie Jr. P.E.

MOTION: I make a motion to appoint Herbert E. MacCombie Jr. P.E. as the 2022 Township Sewer Consultant, and approve their 2022 fee schedule, as presented.

28. Traffic Planning and Design.

MOTION: I make a motion to appoint Traffic Planning and Design as the 2022 Township Traffic Consultants, and approve their 2022 fee schedule, as presented.

29. Township Engineer.

MOTION: I make a motion to appoint Della Penna Engineering Inc. as the 2022 Township Engineer, and approve his 2022 fee schedule as presented.

30. Fee Schedule Resolution 2022-02.

MOTION: I make a motion to approve Resolution 2022-02 approving the Township Fee Schedule.

31. Agricultural Security Commission.

a. Appointment of 2022 Chairperson (Board of Supervisor Member).

MOTION: I make a motion to appoint \_\_\_\_\_ (Board of Supervisor Member) as the 2022 Chairperson of the Agricultural Security Commission.

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

MOTION: I make a motion to appoint \_\_\_\_\_ (Farmer) to the Agricultural Security Commission for a 5-year term.

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

*(Joe Heffern-Board of Supervisors Member) - Chairperson 2021*

*Roxanne Liberace- Resident 2020 to 2021 (2-year term)*

*Arthur DeLeo – Farmer 2017 to 2021 (5-year term)*

*Clarence Rhoades III – Farmer 2021 to 2023 (3-year term)*

*VACANT – Farmer 2020 to 2023 (4-year term)*

32. Zoning Hearing Board.

Resolution to Appoint Jason Hewson as a Zoning Hearing Board member for the term ending December 31, 2024.



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## Board of Supervisors Reorganizational Meeting Agenda January 3, 2022 at 6:00 p.m.

MOTION: I make a motion to adopt Resolution 2022-3 appointing Jason Hewson 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  
*Jason Hewson – Member 2019-2021 (Replaced Nelson Walter in 2021)*

### 33. Planning Commission.

Motion: I make a motion to reappoint Jennifer Wright to the Planning Commission for the term ending December 31, 2025

Michael Domboski	Chairman	2020 to 2023
Sue Monaghan	Vice Chairman	2020 to 2023
Alfred Wright	Member	2019 to 2022
Robin Romanelli	Member	2019 to 2022
Joe Perzan	Member	2019 to 2022
<i>Vacant</i>	<i>Member</i>	<i>2018 to 2021</i>
<i>Jennifer Wright</i>	<i>Member</i>	<i>2018 to 2021</i>

### 34. Park and Recreation Committee.

MOTION: I make a motion to reappoint Frederick Weiss to the Park and Recreation Board for the term ending December 31, 2026.

MOTION: I make a motion to reappoint Jennifer Wright to the Park and Recreation Board for the term ending December 31, 2026.

Al Wright	Member	2020 to 2024	5 year term
<i>Frederick Weiss</i>	<i>Member</i>	<i>2017 to 2021</i>	<i>5 year term</i>
Sandra Stephens	Member	2021 to 2025	5 year term
<i>Jennifer Wright</i>	<i>Member</i>	<i>2017 to 2021</i>	<i>5 year term</i>
Joe Heffern	Member	2019 to 2023	5 year term
Teri Dickinson	Member	2021 to 2025	5 year term

### 35. Historical Commission.

MOTION: I make a motion to reappoint Sue Monaghan to the Historical Commission for the term ending December 31, 2026

MOTION: I make a motion to reappoint Arthur DeLeo to the Historical Commission for the term ending December 31, 2026

MOTION: I make a motion to reappoint Clarence Rhoades, III to the Historical Commission for the term ending December 31, 2026

MOTION: I make a motion to reappoint Chad Peterson to the Historical Commission for the term ending December 31, 2026



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

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

MOTION: I make a motion to appoint Tanner Burns to the Strategic Planning Steering Committee/EAC with the term ending 12/31/2022. (9 members maximum)

Motion: I make a motion to reappoint \_\_\_\_\_ to the Strategic Planning Steering Committee/EAC with the term ending 12/31/2022. (9 members maximum)

Scott Swichar	Member 2022 to 2022	1-year term
Joe Heffern	Member 2022 to 2022	1-year term
John Nielsen	Member 2022 to 2022	1-year term
Teri Dickinson	Member 2022 to 2022	1-year term
Deane Madsen	Member 2022 to 2022	1-year term
<i>Vacant</i>	<i>Member 2022 to 2022</i>	<i>1-year term</i>
<i>Vacant</i>	<i>Member 2022 to 2022</i>	<i>1-year term</i>
<i>Vacant</i>	<i>Member 2022 to 2022</i>	<i>1-year term</i>
Katja DiRado	Alternate Member 2022 to 2022	1-year term

37. Municipal Building Committee

MOTION: I make a motion to reappoint \_\_\_\_\_ to the Municipal Building Committee with the term ending 12/31/2022 (5 members maximum)

Jennifer Wright	Member 2022 to 2022	1-year term
Wilson Lambert	Member 2022 to 2022	1 year term
Katja DiRado	Member 2022 to 2022	1 year-term
Mike Domboski	Member 2022 to 2022	1 year-term
Brian Simmons	Member 2022 to 2022	1 year-term
Scott Swichar	Member 2022 to 2022	1 year-term

38. United Construction Code Township Representative and Alternate.

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



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### 39. Elected Auditors.

Township Board of Auditors shall hold an organization meeting on Tuesday, January 4, 2021 at 6:00 p.m. at the Township building.

MOTION: I make a motion to appoint \_\_\_\_\_ as the auditor for the 2 year unexpired term ending 2023.

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

Note: Jim Sisk won the term for 2020 to 2023/ 4 year unexpired. However, Mr. Sisk never formally accepted position in 2020 because his acceptance lacked a notary seal). He was subsequently appointed by the BOS in 2020.

Note: 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

### 40. Tax Collector 4-year term

Barbara Ann Henry 2022 to 2025 4 year term

### 41. Constable 6 year term

Tammy Marie Corlessa 2022 to 2027 6 year term

### 42. Designated Banks.

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

### 43. November 30, 2021 Treasurer’s Report

PROPOSED MOTION: I make a motion to approve the November 30, 2021 Treasurer’s Report as presented.

### 44. Payment Authorizations.

PROPOSED MOTION: I make a motion to approve the Payment Authorizations for the period of December 15, 2021 through January 3, 2022 in the total amount of \$\_\_\_\_\_ as presented.

### 40. PRESENTATION BY EAGLE SCOUT CANDIDATE- JOEY HEFFERN (EAGLE SCOUT PROJECT)

PROPOSED MOTION: I make a motion approving Joey Heffern’s Eagle Scout project.

### 41. BAWA Fellowship Escrow Release No. 11 (Phase 1)

PROPOSED MOTION: I make a motion that the Township approve Escrow Release No. 11 for the BAWA Fellowship Residential Subdivision Phase 1, in the amount of \$181,700.00.



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42. New Business.

43. Public Participation.

44. Adjournment.

MOTION: I make a motion to adjourn the January 3, 2022 Reorganizational Meeting.