

## FALLOWFIELD TOWNSHIP BOARD OF SUPERVISORS

Regular Meeting  
December 21, 2016

### Call to Order:

Supervisor Caldwell called the meeting to order at 6:00 p.m. prevailing time and led the Pledge of Allegiance.

### Roll Call:

Fallowfield Township Supervisors met for the December 21, 2016, regular monthly meeting @ 6:00 p.m., at the Fallowfield Township Municipal Building, 9 Memorial Drive, Charleroi, Pa. Present were Supervisor Wilbur Caldwell, Supervisor Earl Sadler, Supervisor Bruce C. Smith, Secretary/Treasurer Karen Talbert, and Solicitor Thomas P. Agrafiotis.

### Approval of the Agenda:

Supervisor Caldwell stated that due to the Tax Collector having to leave early and he needs to be part of the discussion, we need to move Item J through M and we will do those items first and then we will move back to A. under Old Business. He also stated that under Item D – Old Business he needed to add the dollar figure in there of \$8,221.56 – Chester’s bill. The Secretary stated that is the Chester bill and it is already on our bill list. Supervisor Caldwell called for any other additions or corrections and there being none called for a motion to approve the corrected agenda, Supervisor Smith, so moved, second Supervisor Sadler. Supervisor Caldwell called for discussion and there being none a roll call vote was taken.

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

Supervisor Caldwell reported that an informational meeting was held December 8, 2016, and that an Executive Session was held on December 12, 2016.

### Approval of the Minutes:

Supervisor Caldwell asked if there were any corrections or additions to the minutes of the regular meeting held on November 30, 2016, and if not, called for approval of the minutes. Supervisor Sadler stated that he had read the minutes and made a motion to accept the minutes of the regular meeting of November 30, 2016, second Supervisor Smith. Supervisor Caldwell called for any discussion and there being none called for a roll call vote.

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

Supervisor Caldwell asked if there were any corrections or additions to the minutes of the Special Meeting held December 12, 2016, and if not, called for approval of the minutes. Supervisor Sadler stated that he had read the minutes and made a motion to accept the minutes of the Special Meeting of December 12, 2016, second Supervisor Smith. Supervisor Caldwell called for any discussion and there being none called for a roll call vote.

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

### **Approval of the Bills and Payroll:**

Supervisor Caldwell called for any questions or comments regarding the original list of bills and payroll for December provided by the Secretary, and there being none, called for a motion to approve them, Supervisor Smith, so moved, second Supervisor Sadler. Supervisor Caldwell called for discussion and there being none called for a roll call vote.

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

### **Correspondence:**

1. Supervisor Caldwell reported that we were notified by the Authority of the Borough of Charleroi regarding a fire hydrant. He said that basically it does not involve the Supervisors at this point at this point and it was more between the Fire Department, Contractor and ABC. He stated that the last correspondence he had as of this afternoon, there was a rebuttal from Charles Sterling and he said that he presented to PennDot that they are going to try and move the fire hydrant 140 feet and are trying to get permission to do that but again he stated that it has nothing to do with the Township or the Supervisors, it was given to us as a courtesy.

The Solicitor ask Anthony Fleming, Fire Chief, who attended the meeting, a question regarding the hydrant. The Solicitor said that he read in an email something about the fire hydrant is too old to be raised or lowered. Chief Fleming replied, that is what I am told. The Solicitor said so if they put a newer fire hydrant in could it just be picked up and that would resolve the problem. Chief Fleming said I do not know that, I am not sure what the difference is between the newer ones and the older ones.

Supervisor Smith asked if the height of a hydrant is an issue for the fire company as far as hook up. Chief Fleming said no, obviously certain heights, but standard normal heights to get it up and over the guide rail, that is fine. Supervisor Smith said I don't know if you saw my email, but my response was couldn't you replace it and raise it. Chief Fleming said, yes, in fact, there is another one down on Old 71 that is raised up over the guide rail for that same reason. The Solicitor said it seems like an easy fix to me. Supervisor Caldwell said right now they are just asking for permission to move it 140 feet. Chief Fleming said I think the Fire Company is out of it as well, we can just give them our recommendations but whatever they come up with, we must live with.

Supervisor Smith said if they go ahead and do that how big of a headache or what kind of process is it to address the issue of the hydrant tax. Chief Fleming ask the Tax Collector what the distance is that somebody has to pay hydrant tax. The Tax Collector said it is within 700 feet of their property line. Solicitor Agrafiotis said it is 780 feet, we did Township Ordinance No. 218 to update everything in 2005. The Tax Collector said the way I understand it, to the edge of the property, so you aren't going to lose too many homes. Supervisor Smith said but you could, in fact, add some on the other end and the Tax Collector replied, yes, you could. Chief Fleming stated that you are probably going to be okay on that aspect, and said he would be more concerned about moving it too far away from a residence to where the insurance company may or may not have an issue but keep in mind, you have plugs or fire hydrants all the way down Old 71 and I am not sure if they are exactly spaced but if they are that will probably not be an issue as well.

Solicitor Agrafiotis said we received a letter from ABC about raising the rates as well. The Tax Collector said speaking of the fire hydrant rates, he read through the ABC letter and he asked if we could set the new hydrant rates at the Reorganization Meeting. Solicitor Agrafiotis said our Ordinance talks about you making a uniform assessment. The Secretary stated that the Township pays \$675.54 per month for the fire hydrants. Solicitor Agrafiotis said the Supervisors must get together with you (Wayne Ray – Tax Collector) and determine uniform annual assessment based on the new increase. The Tax Collector said right now, the face amount on the hydrant tax is \$5.00, there is a \$1.00 discount if paid early and \$3.50 penalty if you pay it late. The Tax Collector again ask if it could be done at the Reorganization Meeting and the Solicitor said it could be but that the Tax Collector needed to set down with the Board and figure out what the new annual assessment needs to be.

Supervisor Smith said it will be at the January regular monthly meeting. The Solicitor said the Ordinance itself does not have a figure, it says the amount of assessment based on a uniform annual determined by the Township Supervisors so the Tax Collector will want to get with the Board to set that to make up the difference for the new increase. Supervisor Sadler ask if we do that by Resolution and the Solicitor said he was not sure. Supervisor Caldwell read aloud some of the letter that we had received from ABC. The Tax Collector said he would like to meet as soon as possible to get it all worked out.

Supervisor Smith said getting back to the location of the hydrant that started this whole discuss, my email reply was just to the people in this room, I don't think it included ABC, but I will forward that to them and the PennDot representative to see if replacing that and raising it would be a simple option. Supervisor Caldwell said the latest correspondence proposed to PennDot was that the hydrant be relocated just below the entrance of Twin Bridge Road, the new location is 140' from the current location and is clear of the guide rail, they thought that was the best solution for everyone involved and that was the one proposed to PennDot. Chief Fleming said will they allow that in front of the guide rail if they move it down there because that would require being that is a new structure that it be protected by a guide rail for liability reasons. Supervisor Smith said it seems that it needs to be protected by the guide rail. The Solicitor said because they would not go with the boxing. Chief Fleming said because if they were going to move it down it still would be behind a guide rail and they would have to raise it anyway unless they offset. The Solicitor said right now it has that boxing and PennDot said that they won't approve that.

2. Supervisor Caldwell stated that we receive a letter from CNX Gas regarding the submittal of a renewal application for plan approval and permit to operate a natural gas compressor station. The Solicitor said that it does not say where it is located.

3. Supervisor Caldwell reported that we received a letter from KLH Engineering from the attorney for the Authority of the Borough of Charleroi regarding applying to the DEP for Type II Water Quality Management Permit for CSO Control Project, Phase I. Supervisor Caldwell read the entire letter aloud.

4. Supervisor Caldwell said we also received a letter from West Penn Power offering LED lights and we need to review that and put it on the agenda for the working meeting in January.

5. Supervisor Caldwell stated that we had received a copy of the Fallowfield Township Volunteer Fire Relief Association audit for 1/1/15 through 12/31/15.

6. Supervisor Caldwell also reported that the Board had a meeting yesterday with PennDot and they are going to be working on a couple of bridges in the area. Supervisor Sadler reported that they are going to be working on the one (you go onto Redds Mill Road, turn on Bentleyville Road and go toward Van Voorhis - right by Glembas'). He said that they will keep one lane open and there is no definite date but tentatively it is set for June 7, 2017, through April 21, 2018. He said that the other bridge involved will be (going down Route 481 and after you go under 43), and when you come over that bridge it is on an angle, that will be totally replaced that and the tentative date for that will be August 15, 2017 to October, 2017. Supervisor Sadler said that these dates are subject to change. He said that there are a lot of other bridge projects but that for right now those are the only ones in Fallowfield Township. He said in the future, the one on Route 88 coming into Charleroi where you enter Lee Supply and where the Water Company is, that is going to be repaired. but no date set on that.

7. Supervisor Caldwell said we also received information from West Penn Power on their liability projects and it was in the newspaper so if you want to see what they have been doing to make the power grid a little friendlier during winter and summer storms, see their newest release. Supervisor Caldwell provided information for the Secretary to post on the bulletin board.

Pursuant to the amendment of the agenda, Supervisor Caldwell moved onto Item J. under Old Business – **Motion to have Solicitor draft a Resolution covering changes requested by Tax Collector** – The Tax Collector spoke and said pursuant to the Tax Collector's law, there are certain areas of compensation, and to have any increase in compensation it must be done by February of an election year and 2017 is an election year. He stated that is why he brought this to the Board's attention now. He stated that he had sent a letter to the Supervisors regarding a few areas of compensation that he was having them review as far as raising. They were as follows:

1. Tax Certifications - (he explained a tax certification) currently customers pay \$20.00 and the Township paid the Tax Collector 60% of that fee and the Township received 40%. The change requested was that the fee be raised to \$25.00 and the Tax Collector receives 100%. He also suggested that the Township raise the Municipal Lien Letter that the Secretary prepares to \$25.00.

2. Tax bill duplicates - Mortgage company will send in a payment for the tax without an invoice, when they do that, he must make an invoice and there is an allowable fee, currently it is \$10.00 and the Tax Collector has been receiving 100% of that fee. Tax Collector requesting that be raised to \$12.00. (Fee is paid by the Mortgage Company sometimes that is forwarded onto the taxpayer).

3. NSF checks – The charge is \$25.00 and it was basically turned over to the Township. Proposal would be to keep it at \$25.00 and the Tax Collector would keep any funds above what the bank charges.

4. Trailer removal permits - The Tax Collector said that he probably has about three of

these each year. The permit is to remove a trailer off property and correct the tax roll since once the trailer is removed taxes can no longer be collected. He stated that the current fee is \$10.00 and he suggested it be raised to \$20.00.

The Tax Collector said the only other area he wanted to address was regarding the unpaid taxes at the end of the year, which must be turned over to Washington County Tax Claim Bureau and are collected from there. He said as Tax Collector he does not receive any commission on that when it comes back to the Township. He said that eventually it will be paid up there, so he was requesting that he receive the same commission rate which is 5% on the funds collected by the Washington County Tax Claim Bureau. He said my thoughts on that are I sent out the invoice, tracked it all year, sent out reminder notices and since it does not get paid at my office, I do not get that 5%. He did state that even after the end of the year that he does continue to try and collect the delinquent hydrant and street light tax. The Tax Collector said pursuant to law, 5% is the highest you can go. The Solicitor ask what are we at now and the Secretary replied, 5%. The Tax Collector said it has been at 5% since he took office.

Supervisor Smith ask if each of those need to be addressed by separate Resolutions and the Solicitor replied, yes. Supervisor Smith ask can one motion to approve your work be done for multiple Resolutions and the Solicitor replied, yes, you can say you authorize me to prepare Resolutions pursuant to each request of the Tax Collector as embodied in his October 31, 2016, letter to the Board, Supervisor Smith, so moved, second Supervisor Sadler. Supervisor Smith said this motion is to authorize the Solicitor to prepare those Resolutions. The Solicitor said are we going to approve those figures or do you want me to draft them and you will approve them later. Supervisor Caldwell and Supervisor Sadler said, yes draft them and approve them later. Solicitor Agrafiotis ask the Tax Collector we have until February, correct. The Tax Collector said they must be in place by February, once you get to February, that is it until the next election. The Solicitor said he will have them drafted for the January Meeting and then they can vote them up or down then. The Tax Collector said that he sent the same letter to the School District and he thanked the Board very much. Supervisor Caldwell called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

**Item K under Old Business – Motion to have Solicitor draft an Ordinance setting the 2017 millage and setting what percentage of the millage will be paid to the Fallowfield Township Volunteer Fire Company and what percentage of the millage will be paid to the Equipment Fund** – Supervisor Smith said he has a question on this first. Supervisor Caldwell said it was my understanding that we were not going to use a percentage but we were going to have a fixed number of the amount of taxes collected. Supervisor Sadler said you must have a percentage because that would be the fair way. Supervisor Smith and Sadler said it is not millage, it is percentage. Supervisor Caldwell said that is correct, percentage not millage. Supervisor Smith said primarily on the money to the fire company, that original decision to do that was done so by referendum. The Solicitor said that is what I understand from Supervisor Sadler. Supervisor Sadler said yes, that is correct. Supervisor Smith said at a certain millage and Supervisor Sadler said then it was added to, originally it was two mills on a referendum and then it was added later by Ordinance. Supervisor Smith asked by Ordinance or Resolution. Supervisor Sadler, that part I am not sure, but it was raised to a total of three mills. Solicitor Agrafiotis said it has been three mills as long as he could remember.

Supervisor Smith ask if we can have the Solicitor draft an Ordinance setting the millage describing the portion of our tax revenue that goes to the Fire Department and Equipment Fund be set as percentages and then actually name those percentages later by Resolution. Solicitor Agrafiotis, said no, we cannot do that and Supervisor Smith said that all must be included in the Tax Ordinance? The Solicitor said I have never seen anything in a Tax Ordinance except three mills, two mills, one mill. Solicitor Agrafiotis said how do you know what you are going to collect. The Secretary said you don't know how much you are going to collect, you have to set mills. She continued to say that she did not know why the Board can't say the percentage they are talking about, you should be able to do that.

Supervisor Caldwell said we were going to see what it was this year based on the amount collected versus what was given and what was that dollar figure and convert that over to a percentage and we would pay that percentage based on what we collected in 2017. The Solicitor said we could do something like that at the end of next year but not now. Supervisor Sadler said take the percentage I think it is 15% of the money collected and then 5% to go into equipment fund. The Secretary stated that she used the percentages to set the mills. The Secretary said we can't go over our ten percent so we should not round up. The Tax Collector said you could set it at a percentage and you can go 1.866, it does not matter to me, once it is in the computer it is not a problem for me.

Solicitor Agrafiotis said so we can set the total mills and set a percentage for fire and you are okay with that and the Tax Collector replied, you have to make sure that the amount you give the fire company is equal to or more than, Supervisor Smith, we know what that is. The Tax Collector explained that there was a referendum a couple of years ago, and there were two mills and they added another mill but now you must change the millage because the assessed value is gone from a number to a market value so if you kept it at three mills it would be out of balance. Supervisor Sadler said we could not go three mills because you are only allowed a certain percentage of increase, so we are staying under the 10% that we are legally allowed by going with the 1.8676. Supervisor Sadler further stated that we are saying exactly what we are collecting and we are saying we figured it out .015% to fire and .05% to equipment and the rest into the general fund.

The Tax Collector said are those percentages based on this year, and Supervisor Sadler, said yes. Chief Fleming concurred that it made sense to him. Supervisor Smith said that way going forward, if there is township growth, it is already there. The Tax Collector stated that is the only way to do it and said it really does not affect him because he collects the 1.8676 and he gives it to the Township. The Secretary said she then divides up which she gets from the Tax Collector to the fire company and the equipment fund and does a report.

The Secretary said the mills are 0.00186763 (the Secretary and Supervisor Smith double checked the calculations). Supervisor Smith said we should carry it out to 1.868 and ask the Tax Collector if three decimals were a problem for him, to which he replied, no, that would work. Supervisor Smith ask what if the County comes back and says it is a problem for them, can you change it in the computer, and the Tax Collector replied, yes, I will just have the computer person from the County change it, I can make it any amount of millage you want. Supervisor Smith said is 1.8678 correct. Supervisor Smith made a motion to have our Solicitor draft an Ordinance setting the 2017 tax millage at 1.868 mills. The Solicitor said it is .0018, Smith said no, it is 1.868 mills.

The Tax Collector said that is the millage but when you multiple that out you must put the zeros at the beginning. The Secretary said I do not have an eight, I have a seven. Supervisor Smith said setting the 2017 millage at 1.868 mills, 15 % of the collected revenue will be given to the Fire Company; 5% will go to the Township equipment fund. Solicitor Agrafiotis said that the 1.868 is just a hair over the 10% increase. Supervisor Smith said but those are rounded, this notice from the tax people specifically says these are rounded numbers. Supervisor Caldwell said how much is it over. Supervisor Smith said let me amend my motion, that the same motion that I just made the millage will be 1.8676, the rest of the motion remains the same with the remainder of the collected revenue goes into the Township General Fund, second Supervisor Sadler. Supervisor Caldwell called for discussion and there being none called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

Item L. under Old Business - **Motion to continue this meeting until December 30, 2016, at 3:00 p.m.** - Supervisor Caldwell called for a motion to continue this meeting until December 30, 2016, at 3:00 p.m., Supervisor Smith, so moved, second Supervisor Sadler. Supervisor Caldwell called for discussion and the Solicitor said that is assuming that the Observer Reporter can get the ad in on time. He said if the cannot, we can always try the Herald Standard even though they are not our appointed paper they are in general circulation and they will do it till 2:00 p.m. the day before. Supervisor Caldwell called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

Item M. under Old Business- **Motion to approve the 2017 Budget** – Supervisor Caldwell called for a motion to approve the 2017 Budget as written, posted and advertised, Supervisor Smith so moved, second Supervisor Sadler. Supervisor Caldwell called for discussion and there being none called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

### **Old Business:**

**A. Status of Multi-Municipal Comprehensive Plan Committee** – Supervisor Caldwell stated that there was a brief meeting held December 19<sup>th</sup> here at the Municipal Building and it was on the Early Intervention Program. He also stated that the Comprehensive Planning Committee supported the Mon Valley Alliance in getting the funding from the LSA to tear down the stadium and the Atlas Building downtown Charleroi. He said that he is not sure of the schedule but due to the funding, he did not believe you would see any actual activity until 2018.

**B. Motion to adopt Ordinance #228 regarding the codification by General Code.** The Solicitor stated that this Ordinance was advertised in the Observer Reporter on Wednesday, December 14<sup>th</sup>, so we have our seven days and he was using the Ordinance that was prepared by General Code, which will be Ordinance No. 228. He said that Ordinance No. 228 will adopt and enact the codification of all Township Ordinances so moving forward we will have a Code Book with our legislation and included with the Ordinance is the attached Schedule A which gives all the revisions necessary, so everything is ready to be voted up or down. Supervisor Smith moved to adopt Ordinance No. 228 regarding codification by General Code and as previously described by Solicitor Agrafiotis, second Supervisor Sadler. Supervisor Caldwell called for discussion and there being none called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

**C. Status of Chester Engineers License Agreement** – Solicitor Agrafiotis stated that he had spoken with Mr. Nuremburg (spelling) and he stated that he emailed him what he hoped to be the final (everything is pretty much agreed to except old records). He said that they have agreed orally to give us all the McDonald and Associates files, we also need copies of the old Chester files that are no longer active so hopefully they will agree to that and it will be done.

**D. Motion to accept invoicing costs for services rendered by Chester Engineers for 2017 of \$8,221.56** – Supervisor Caldwell asked the Secretary if this had already been taken care of. The Secretary replied that she was not sure what he was trying to do, if it was that he was attempting to provide the Board with a list of what they were going to charge for 2017 or what. The Secretary did state that the bill to Chester Engineers in the amount of \$8,221.56 was on our bills list. Supervisor Caldwell said I think it was for the remainder of 2017.

**E. Status of Redds Mill Bridge repair. Has Chester Engineers receive DEP letter of release** – Supervisor Caldwell stated that he believed Chester was waiting on a DEP letter of release and he thought that the Contract is being held 5%. Supervisor Sadler said, yes, but we are going to release them on that because what needs to be done there, we might not get a release on putting the stone in the creek for another year so the major work was done and if we get it our men can put the stone in.

**F. Status of Rodgers Manor storm water project and approval of Estimate Number 1 from Bioni Contracting, Inc. in the amount of \$76,694.40** – Supervisor Sadler said that they went over the whole project and when we had a severe rain everything worked perfectly except for very bottom. He said that the last three drains got plugged up with the top soil, everything worked just as planned, no one got flooded and it did the job it was supposed to. Supervisor Sadler further stated that we must retain a percentage of the bid until we can make sure that all costs were paid (Bioni paying costs to outside contractors). Supervisor Sadler made a motion to pay Bioni Contracting for the Rodgers Manor Storm Water Project, this is not a total payment now, but the sum is \$76,694.40, second Supervisor Smith. Supervisor Caldwell said I believe that is 90% and Supervisor Sadler replied yes, it is approximately 90%. Supervisor Caldwell called for discussion. Supervisor Smith said who is responsible next Spring for any remedial work. Supervisor Sadler said that we would be because of the cost and he is right up against it with the initial cost but the only thing we will have to do is add a little stone here and there and some grass seed. Supervisor Caldwell called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

**G. Status of Fox Stop Road Railroad Bridge inspection report** – Solicitor Agrafiotis stated that he heard today from Kevin Allen, he had moved law firms, he was the attorney for Lake Erie Wheeling Railway and Mr. Allen said if he the Solicitor gave it to him, he would get it to the correct contact person. The Solicitor said apparently, he is off the job but said he would take care of it for me.

**H. Motion to adopt Resolution #476 for authorizing the formation of a Multi-Municipal Blight Task Force at no cost to the Township -** Supervisor Caldwell stated that we need a motion to adopt Resolution #476 authorizing the formation of a Multi-Municipal Blight Task Force at no cost to the Township. He said that it is part of the Multi-Municipal Plan which

was discussed at the working meeting. He explained that they are trying to remediate some of the blight and get County Land Bank funding from the Washington County Redevelopment. He stated that he had the Solicitor review the Resolution and the Solicitor replied that it looked fine to him. Supervisor Caldwell called for any questions or comments. Supervisor Caldwell made a motion to adopt Resolution #476, second Supervisor Sadler. Supervisor Caldwell called for a roll call vote:  
RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

**I. Motion to have HRG review the Fallowfield Township Storm Water Ordinance #200 and make necessary additions to comply with 2016 Washington County Storm Water Ordinance at a cost not to exceed \$1,500.00** – Supervisor Caldwell said that at the last meeting we talked about Storm Water Ordinance #200 as to whether it was in compliance or it needed updating. He further stated that it was turned over to the Planning Commission; the Planning Commission reviewed it with the Solicitor; we got HRG the latest information and based on that, they believe we need to do a follow up and that we are not within the latest compliance since the date we instituted it was in 2011. He said that HRG said that the fee would not exceed \$1,500.00 to bring the Storm Water Ordinance up to Washington County standards. Supervisor Sadler said aren't they going to get the copy of the Washington County Ordinance, compare it to what we have and make the changes, is that how that is being done. Supervisor Caldwell said, I do not know if it is that simple or not. Supervisor Sadler, Mr. Solicitor, Solicitor Agrafiotis said they may have to draft something but I think most of our Ordinance is in compliance the way I understood it. Supervisor Sadler said that is what I could not understand because some of the letters I have from the DEP said it was good until 2019. The Solicitor said that the Ordinance we did, 200, was 2013 and at that time, Mr. DeiCas said that that would get us our basic big Ordinance, 190, into compliance, but I don't know if anything changed in the past three years, apparently, it might have.

Supervisor Caldwell read the letter from HRG "Based on our review of the Ordinance it appears that the Ordinance is out of date for current standards and has aspects that are not consist with current DEP Storm Water Regulations". Supervisor Caldwell said if you don't want to do it, don't do it. Supervisor Smith wanted to comment before the motion. Supervisor Smith said since are current Ordinance was drafted, we are on our third engineer with Chester and based on current situations Chester Engineers is involved in concerning storm water, I don't think it would hurt to have HRG confirm that we are compliant. Supervisor Sadler said I just wonder if we must do it right away, we did the codification and we just did it not that long ago, the storm water did not change that much, the only thing that changed is the flood zones. Supervisor Caldwell said flood zones have nothing to do with this. Supervisor Sadler said I am just saying that is the only thing I know that was a larger change. Supervisor Smith said could the DEP answer the question of whether we are compliant or not. The Solicitor said I am sure if we ask them to review it they probably could or Washington County could. Supervisor Smith made a motion to table this matter until we can check into this further, second Supervisor Sadler. Supervisor Caldwell called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

**N. Motion to approve Resolution #477 to partner with Mon Valley Alliance as our 501C3 partner as discussed at the November Meeting** – Supervisor Caldwell said basically what this is, we have been asking for donations from different businesses and organizations, and for them to get the tax right off, we need to have a 501C3 partner. Supervisor

Caldwell made the motion to approve Resolution #477, second Supervisor Sadler. Supervisor Caldwell called for discussion and there being none called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

**O. Opening of anti-skid bids** – The Secretary reported that we received one anti-skid bid from Jack Kruell, our current provider, the Secretary opened the sealed bid and provided it to the Solicitor for his review. The Solicitor reviewed the bid and found everything to be in order. The bid was as follows: Jack Kruell Aggregate Consulting & Transport, 306 Johnson Avenue, Belle Vernon, PA 15012 – 800 tons PA DOT type 2 antiskid unit price delivered \$18.75 per ton for a total of \$15,000.00.

The Secretary reported that last year it was \$19.95 per ton so it went down. Supervisor Sadler made a motion to accept the bid of Jack Kruell for 800 tons of anti-skid @ \$18.75 per ton for 2017, second Supervisor Smith. Supervisor Caldwell called for discussion. The Solicitor said to tell Mr. Kruell to have his bid witnessed next time or he may be disqualified. Supervisor Caldwell called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

**P. Setting a meeting date in January convenient to all with the Officers of the Fallowfield Township Volunteer Fire Company, Supervisors and Solicitor for a review of the Fire Company's financials** – Supervisor Caldwell said that sometime the first part of year when it is convenient with the Board, Fire Company and Solicitor, the Board would like to review the Fire Company's financial records. Chief Fleming asked if the 16<sup>th</sup>, the night of the Township's working meeting, would work? Supervisor Caldwell said that is fine with him. Chief Fleming said he will check with his guys and send the Secretary an email to confirm.

**New Business:**

**A. Discuss current costs for advertising and consider different publication for advertising going forward** – Supervisor Caldwell said we are spending an exorbitant number of dollars with the Washington Observer and it is probably time to consider the Uniontown paper or our local paper, at least for a trial run, to see how it works out. Chief Fleming ask if we have ever considered Facebook being an option. The Solicitor said the only thing I have seen people do to save cost is to publish a summary, you could publish the whole Ordinance then you are looking at a trillion dollars and then we give them the Ordinance later. He also said that he has seen some people who will put it in the paper but it will say to check our website for more details and that is a way to cut down on the words. The Solicitor said that we can do this at reorganization if you want or we can do it now. The Secretary said that it was done last year at reorganization. Supervisor Sadler made motion to do it at the reorganization meeting. Supervisor Smith stated that he can see the Township changing the newspaper of record to the cheapest but when we are advertising for bids for things, he felt that we should still reach out further to try to solicit for contractors, etc. The Secretary said that we have given them a year and did not see any increase in bids. Supervisor Smith said we did see an increase in bids on our stone bid this year. It was decided to let this go until the reorganization meeting.

**B. PSATS training in Westmoreland County regarding Navigating the**

**Ethics Act Minefield** – Supervisor Sadler made a motion pay mileage and attendance for the Secretary and Supervisors for the PSATS training in Westmoreland County regarding the Ethics Act on February 22<sup>nd</sup>, second Supervisor Caldwell. Supervisor Caldwell called for discussion and there being none called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

**C. Actuarial Services Engagement Letter for the Township of Fallowfield Police Pension Plan** – Supervisor Caldwell said he was not sure how we acted on this in the past. The Solicitor said we approve it because we do not pay it, it is paid out of the Plan. Supervisor Sadler made a motion to execute the Engagement Letter for the Township Police Pension Plan, second Supervisor Caldwell. Supervisor Caldwell called for discussion and there being none called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

**D. Motion to renew membership with Mon Valley Regional Chamber of Commerce for the year 2017 at the cost of \$100.00** – Supervisor Sadler made a motion to renew the Township’s Chamber of Commerce membership for 2017 at the cost of \$100.00, second Supervisor Smith. Supervisor Caldwell called for discussion and there being none called for a roll call vote:

RCV: Supervisor Smith – yes, Supervisor Sadler – yes, Supervisor Caldwell – yes.

**Other Business:**

None.

**Reports:**

- Parks & Recreation: Provided by Supervisor Caldwell.
- Planning Commission: Provided by Supervisor Caldwell.
- Solicitor’s Report: Nothing further.
- Code/Building/Zoning Report: Provided by Secretary.
- Road Report: Provided by Supervisor Sadler.
- Fire Report: Chief Fleming provide the Fire Report.
- Animal Control Report: Provided by the Secretary.
- Mon Valley Emergency Services: Provided by the Secretary.
- Public Safety Liaison: Nothing further.

**Public Discussion:**

Melvin Fox – Spending of Act 13 money.

Supervisor Caldwell stated that the next meeting is the Reorganization Meeting on January 3, 2017, the next working meeting is scheduled for January 16, 2017, and the next regular meeting is scheduled for January 25, 2017. Supervisor Caldwell said this meeting will be continued until December 30, 2017 at 3:00 p.m.

*Karen Talbert*

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Karen Talbert, Secretary/Treasurer