

Westfall Township, Matamoras, PA
June 22, 2022

A Special Meeting of the Westfall Township Board of Supervisors was held Monday, June 13, 2022 at 6:00 pm. The meeting was held at the Township Building on Delaware Drive and LaBarr Lane, Westfall Township.

Those present were Vice Chairman, Paul Schaldonat; Supervisors; Paul Fischer; Robert Llewellyn; David Twiss; Solicitor, Robert Bernathy; and Secretary, Kaitlin Hildebrandt. Also present were Westfall Township Fire Department Chief, Fred Jacobs; Westfall Township Fire Department 2nd Assistant Chief, Kyle Innella; Emergency Management Coordinator; Treasurer, Scott Myer; Raymond Banach ; and there were approximately six members of the general public present.

OLD BUSINESS:

Emergency Medical Services : Treasurer Scott Myer presented the following information regarding the projected costs of hiring both full-time and part-time EMT's as Township employees. The projected yearly full-time salaries would be \$166,400.00, part-time salaries would be \$58,240.00, payroll tax \$22,240.00, health insurance/benefits \$52,600.00, workers compensation insurance \$45,000.00, a cushion of approximately \$15,000.00, adds up to a yearly projected cost of \$360,000.00. The Township already has a line item in the budget for 2022 for \$95,000.00. The County of Pike will match the \$95,000.00 that the Township contributes. The fire department will be contributing \$70,000.00 towards the cost. This leaves about \$100,000.00 for the Township to come up with the funds for. As it is June of 2022 the numbers for this year would essentially be cut in half, as we are more than halfway through the year. The Township has sufficient funds within in the general fund to cover the costs associated with this. Additionally, the Township will be receiving the American Funds Act, which is COVID-19 relief funds in the amount of \$118,000.00 which should be received during the month of July. This will cover the shortfall in funding that the Township may face. Supervisor Twiss did address the Emergency Management representatives during the meeting regarding annual responses, billing for services rendered, the amount actually collected from said billing, etc. There were further questions from the board as to what the chain of command would ultimately be between the paid EMT's and the volunteers. Supervisor Llewellyn stated that eventually one of the full-time EMT's would be appointed to a supervisor role over the EMT's to ensure that the employees were complying with all aspects of the employee manual.

Following the Boards questions, they afforded Mr. Banach the opportunity to address the Supervisors and the representatives from EMS. He questioned approximately how many mills are in the general fund for 2022, how many mills does \$95,000.00 break down to, have the Supervisors spoken to Tim Knapp from Pike County Emergency Management or the Pike County Commissioners, are the Supervisors aware of the power point present at the Commissioners last meeting stating that per state code only .5 of a mill can go to the fire department without a referendum, who will be managing HR, why haven't we reached out to retain additional legal services to prevent law suits, there should be advertising done generally for these open positions, is Tom Farley, Esq. still Solicitor Bernathy's partner, and finally he raised concerns regarding oversight of the money and employees. Mr. Banach did state that there is a need for paid EMT's, but he does have concerns about how it will be paid for and how the Township is going about this process.

A motion was made by Supervisor Llewellyn, subject to any insurance, legislation or any further issues, to hire four (4) full-time EMT's and six (6) part-time EMT's, at an hourly wage of between sixteen (16) and twenty (\$20) dollars per hour commensurate with experience, receiving all Township provided benefits health insurance, pension, life insurance, etc., complying with the employee handbook, any and all background checks or drug testing, and any further hiring regulations as set forward by the Township. Additionally, EMS will ultimately make a

recommendation with regard to hiring, however the Township Supervisors will retain the ultimate decision on the hiring of any EMT. The motion was seconded by Supervisor Fischer and carries with all in favor.

Following the vote, additional questions and or concerns were entertained by the Board. One such attendee was specifically concerned where it relates to the management of the newly proposed employees and will there be enough layers of management and safeguards to prevent exposing the Township to any further liabilities or lawsuits. Attorney Bernathy assured the public that the Supervisors will be the ultimate supervisor of the proposed new hires and that there is no manager for a second-class township. Mr. Banach finished out the session with further questioning again as to how much funding Pike County will provide, would a referendum call for more funding, how long do transports to Middletown and Newton generally take and perhaps the Township should continue to look into a regional ambulance service.

This concluded the Boards discussion on old business.

NEW BUSINESS:

Advertise of full and seasonal part time employees in the Highway Department : Advertising is necessary in order to obtain a replacement for an anticipated retirement and for seasonal plow drivers for the winter. A motion was made by Supervisor Fischer to approve the advertisements for the positions within the Highway Department. The motion was seconded by Supervisor Llewellyn and carries with all in favor.

Advertise for a Temporary Secretary : Advertising is necessary to obtain a temporary Secretary while the current secretary is out for maternity leave. A motion was made by Supervisor Llewellyn to approve the advertising for a temporary secretary. The motion was seconded by Supervisor Fischer and carries with all in favor.

Accept proposal from Morgan Site Contract to replace prior on Malibu Road prior to the paving project : This item was tabled by Vice Chairman Schaldonat to the regular Supervisors Meeting scheduled for July 12, 2022 at 7:00 p.m. without further discussion from the board.

This concluded the Boards discussion on new business.

PUBLIC COMENT:

Public comment received a question as to when the Bluestone Boulevard paving project would begin. Supervisor Llewellyn's response was that the Road Master was not currently at this special meeting, but an answer would be available at the next regularly scheduled supervisors meeting on July 12, 2022 at 7:00 p.m.

No further public comment.

EXECUTIVE SESSION: NONE HELD

ADJOURNMENT: Meeting was adjourned at approximately 6:41 p.m. on a motion by Vice Chairman Schaldonat. Motion seconded by Supervisor Fischer and carries with all in favor.

Respectfully Submitted,

Kaitlin Hildebrandt
Secretary