

**ANNUAL MS4 PROGRESS REPORT
PAI130512**

For

**Reporting Period
July 1, 2025, through June 30, 2026
For**

**East Fallowfield Township
Chester County, PA**

September 30, 2026



**Herbert E. MacCombie, Jr., P.E.
Consulting Engineers & Surveyors, Inc.**

Environmental Control, Municipal, Sanitary,
Hydraulic, Site Planning,
Subdivision & Land Development



ANNUAL MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) STATUS REPORT

FOR THE PERIOD July 1, 2025, TO JUNE 30, 2026

GENERAL INFORMATION					
Permittee Name:	East Fallowfield Township	NPDES Permit No.:	PAI130512		
Mailing Address:	2264 Strasburg Rd.	Effective Date:	November 1, 2022		
City, State, Zip:	East Fallowfield, PA 19320	Expiration Date:	October 31, 2027		
MS4 Contact Person:	Scott Swichar	Renewal Due Date:	May 1, 2027		
Title:	Township Manager	Municipality:	East Fallowfield		
Phone:	610-384-7144	County:	Chester		
Email:	swwichar@eastfallowfield.org				
Co-Permittees (if applicable):					
Appendix(ces) that permittee is subject to (select all that apply):					
☐ Appendix A ☐ Appendix B ☒ Appendix C ☐ Appendix D ☐ Appendix E ☒ Appendix F					
WATER QUALITY INFORMATION					
Are there any discharges to waters within the Chesapeake Bay Watershed? ☐ Yes ☒ No					
Identify all surface waters that receive stormwater discharges from the permittee's MS4 and provide the requested information (see instructions).					
Receiving Water Name	Ch. 93 Class.	Impaired?	Cause(s)	TMDL?	WLA?
Beaver Creek	CWF, MF	Yes	Cause Unknown, Habitat Alterations, Water/Flow Variability	No	No
Sucker Run	WWF, MF	Yes	Water/Flow Variability	Yes	Yes
WB Brandywine Creek	WWF, MF	Yes	Appendix C-PCB, Water/Flow Variability	Yes	Yes
Christina River Basin Nutrients	WWF, MF	Yes	TMDL Plan-Nutrients, Organic Enrichment/Low D.O.	Yes	Yes
Christina River Basin Sediment	WWF, MF	Yes	TMDL Plan-Siltation, Suspended Solids	No	No
EB Brandywine Creek	HQ-TSF, MF	Yes	Cause Unknown, Habitat Alterations, Water/Flow Variability	Yes	Yes

GENERAL MINIMUM CONTROL MEASURE (MCM) INFORMATION

Have you completed all MCM activities required by the permit for this reporting period? ☐ Yes ☐ No

List the current entity responsible for implementing each MCM of your SWMP, along with contact name and phone number.

MCM	Entity Responsible	Contact Name	Phone
#1 Public Education and Outreach on Storm Water Impacts	CWMP	Brian Winslow	610-793-1090
#2 Public Involvement/Participation	CWMP	Brian Winslow	610-793-1090
#3 Illicit Discharge Detection and Elimination (IDD&E)	Township	Scott Swichar	610-384-7144
#4 Construction Site Storm Water Runoff Control	EFT Engineer	Nate Cline	610-429-8907
#5 Post-Construction Storm Water Management in New Development and Redevelopment	EFT Engineer	Nate Cline	610-429-8907
#6 Pollution Prevention / Good Housekeeping	Township	Scott Swichar	610-384-7144

MCM #1 – PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS

BMP #1: Develop, implement and maintain a written Public Education and Outreach Program.

1. For new permittees only, has the written PEOP been developed and implemented within the first year of permit coverage?

☐ Yes ☐ No

2. Date of latest annual review of PEOP: **2024** Were updates made? ☐ Yes ☒ No

3. What were the plans and goals for public education and outreach for the reporting period?

The plan was to achieve measurable improvements in the target audience's understanding of the causes and impacts of stormwater pollution and the steps they can take to prevent it.

4. Did the MS4 achieve its goal(s) for the PEOP during the reporting period? ☒ Yes ☐ No

5. Identify specific plans and goals for public education and outreach for the upcoming year:

Continued to follow CWMP's lead and increase the target audience understanding of stormwater issues.

BMP #2: Develop and maintain lists of target audience groups present within the areas served by your MS4.

1. For new permittees only, have the target audience lists been developed and implemented within the first year of permit coverage?

☒ Yes ☐ No

2. Date of latest annual review of target audience lists: **March 2024** Were updates made? ☐ Yes ☒ No

BMP #3: Annually publish at least one educational item on your Stormwater Management Program.

1. For new permittees only, were stormwater educational and informational items produced and published in print and/or on the Internet within the first year of permit coverage?

☐ Yes ☐ No

2. Date of latest annual review of educational materials: **2024** Were updates made? ☐ Yes ☐ No

3. Do you have a municipal website? ☒ Yes ☐ No (URL: <https://eastfallowfield.org>)

If Yes, what MS4-related material does it contain?

<https://eastfallowfield.org/index.php/community-life-mainmenu-117/stormwater-management>

4. Describe any other method(s) used during the reporting period to provide information on stormwater to the public:
Township Newsletter

5. Identify specific plans for the publication of stormwater materials for the upcoming year:
CWMP provided guidance to add stormwater-related materials to the Township's website and newsletters.

BMP #4: Distribute stormwater educational materials to the target audiences.

Identify the two additional methods of distributing stormwater educational materials during the previous reporting period (e.g., displays, posters, signs, pamphlets, booklets, brochures, radio, local cable TV, newspaper articles, other advertisements, bill stuffers, posters, presentations, conferences, meetings, fact sheets, giveaways, or storm drain stenciling).

Additional materials will be added to the Township building lobby.

MCM #1 Comments:

The Township will continue to provide stormwater-related information in the Township Newsletters (see the MCM #1 Appendix), update the Township's stormwater website, and follow the CWMP lead for MCM #1 activities. The Township will also provide a link to the CWMP website and events calendar.

MCM #2 – PUBLIC INVOLVEMENT/PARTICIPATION

BMP #1: Develop, implement and maintain a written Public Involvement and Participation Program (PIPP)

1. For new permittees only, was the PIPP developed and implemented within one year of permit coverage?

☐ Yes ☐ No

2. Date of latest annual review of PIPP: **2024** Were updates made? ☐ Yes ☒ No

BMP #2: Advertise to the public and solicit public input on ordinances, SOPs, Pollutant Reduction Plans (PRPs) (if applicable) and TMDL Plans (if applicable), including modifications thereto, prior to adoption or submission to DEP:

1. Was an MS4-related ordinance, SOP, PRP or TMDL Plan developed during the reporting period? ☐ Yes ☒ No

2. If Yes, describe how you advertised the draft document(s) and how you provided opportunities for public review, input and feedback:

3. If an ordinance, SOP or plan was developed or amended during the reporting period, provide the following information:

Ordinance / SOP / Plan Name	Date of Public Notice	Date of Public Hearing	Date Enacted or Submitted to DEP

BMP #3: Regularly solicit public involvement and participation from the target audience groups using available distribution and outreach methods.

1. At least one public meeting or other MS4 event must be held during the 5-year permit coverage period to solicit participation and feedback from target audience groups. Was this meeting or event held during the reporting period?

☐ Yes ☒ No If Yes, Date of Meeting or Event:

2. Report instances of cooperation and participation in MS4 activities; presentations the permittee made to local watershed and conservation organizations; and similar instances of participation or coordination with organizations in the community.

CWMP Report found in Appendix for MCM #1

3. Report activities in which members of the public assisted or participated in the meetings and in the implementation of the SWMP, including education activities or efforts such as cleanups, monitoring, storm drain stenciling, or others.

**Pond Watch volunteers are monitoring water quality in the Township Park.
See BoS Meeting Minutes found in Appendix for MCM #2**

MCM #2 Comments:

The Township will continue to follow CWMP guidance and recommendations for MCM #2.

MCM #3 – ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDD&E)

BMP #1: Develop and implement a written program for the detection, elimination, and prevention of illicit discharges into the regulated small MS4.

1. For new permittees only, was the written IDD&E program developed within one year of permit coverage?

☐ Yes ☐ No

2. Date of latest annual review of IDD&E program: **2024** Were updates made? ☐ Yes ☒ No

BMP #2: Develop and maintain map(s) that show permittee and urbanized area boundaries, the location of all outfalls and, if applicable, observation points, and the locations and names of all surface waters that receive discharges from those outfalls. Outfalls and observation points shall be numbered on the map(s).

1. Have you completed a map(s) that includes all components of BMP #2? ☒ Yes ☐ No

If Yes and you are a new permittee and have not submitted the map(s) previously, attach the map(s) to this report.

If No, date by which permittee expects map(s) to be completed:

2. Date of last update or revision to map(s): **2022**

3. Total No. of Outfalls in MS4: **144** Total No. of Outfalls Mapped: **144**

4. Total No. of Observation Points: **0** Total No. of Observation Points Mapped: **0**

5. During the reporting period, have you identified any existing outfalls that have not been previously reported to DEP in an NOI, application or annual report, or are any new MS4 outfalls proposed for the next reporting period?

☐ Yes ☒ No If Yes, select: ☐ Existing Outfall(s) Identified ☐ New Outfall(s) Proposed

BMP #3: In conjunction with the map(s) created under BMP #2 (either on the same map or on a different map), the permittee shall develop and maintain map(s) that show the entire storm sewer collection system within the permittee's jurisdiction that are owned or operated by the permittee (including roads, inlets, piping, swales, catch basins, channels, and any other components of the storm sewer collection system), including privately-owned components of the collection system where conveyances or BMPs on private property receive stormwater flows from upstream publicly-owned components.

1. Have you completed a map(s) that includes all components of BMP #3? ☒ Yes ☐ No

If Yes and you are a new permittee and have not submitted the map(s) previously, attach the map(s) to this report.

If No, date by which permittee expects map(s) to be completed:

2. If Yes to #1, is the map(s) on the same map(s) as for outfalls and receiving waters? ☒ Yes ☐ No

3. Date of last update or revision to map(s):

BMP #4: Conduct dry weather screenings of MS4 outfalls to evaluate the presence of illicit discharges. If any illicit discharges are present, the permittee shall identify the source(s) and take appropriate actions to remove or correct any illicit discharges. The permittee shall also respond to reports received from the public or other agencies of suspected or confirmed illicit discharges associated with the storm sewer system, as well as take enforcement action as necessary. The permittee shall immediately report to DEP illicit discharges that would endanger users downstream from the discharge, or would otherwise result in pollution or create a danger of pollution or would damage property.

For new permittees, all identified outfalls (and if applicable observation points) must be screened during dry weather at least twice within the 5-year period following permit coverage. For existing permittees, all identified outfalls (and if applicable observation points) must be screen during dry weather at least once within the 5-year period following permit coverage and, for areas where past problems have been reported or known sources of dry weather flows occur on a continual basis, outfalls must be screened annually during each year of permit coverage.

1. How many unique outfalls (and if applicable observation points) were screened during the reporting period? **10**
2. Indicate the percentage of all outfalls screened in the past five years. **7%**
3. Indicate the percent of outfalls screened during the reporting period that revealed dry weather flows: **0%**
4. Did any dry weather flows reveal color, turbidity, sheen, odor, floating or submerged solids? ☐ Yes ☒ No
5. If Yes for #4, attach all sample results to this report with a map identifying the sample location. Explain the corrective action(s) taken in the attachment.
6. Do you use the MS4 Outfall Field Screening Report form (3800-FM-BCW0521) provided in the permit?
☒ Yes ☐ No

If No, attach a copy of your screening report form.

BMP #5: Enact a Stormwater Management Ordinance or SOP to implement and enforce a stormwater management program that includes prohibition of non-stormwater discharges to the regulated small MS4.

1. Do you have an ordinance (municipal) or SOP or other mechanism (non-municipal) that prohibits non-stormwater discharges? ☒ Yes ☐ No
- If Yes, indicate the date of the ordinance or SOP: **Stormwater Management Ordinance adopted October 11, 2022**
2. If Yes to #1, is the ordinance or SOP consistent with DEP's 2022 Model Stormwater Management Ordinance (3800-PM-BCW0100j) with respect to authorized non-stormwater discharges? ☒ Yes ☐ No

If Yes to #2 and the ordinance or SOP has not been submitted to DEP previously, attach the ordinance or SOP.

3. Were there any violations of the ordinance or SOP during the reporting period? ☐ Yes ☒ No

If Yes to #3, complete the table below (attach additional sheets as necessary).

Violation Date	Nature of Violation	Responsible Party	Enforcement Taken

4. Did you approve any waiver or variance during the reporting period that allowed an exception to non-stormwater discharge provisions of an ordinance or SOP? ☐ Yes ☒ No

If Yes to #4, identify the entity that received the waiver or variance and the type of non-stormwater discharge approved.

BMP #6: Provide educational outreach to public employees, business owners and employees, property owners, the general public and elected officials (i.e., target audiences) about the program to detect and eliminate illicit discharges.

1. Was IDD&E-related information distributed to public employees, businesses, and the general public during the reporting period? ☐ Yes ☒ No

If Yes, what was distributed?

2. Is there a well-publicized method for employees, businesses and the public to report stormwater pollution incidents?

☒ Yes ☐ No

3. Do you maintain documentation of all responses, action taken, and the time required to take action? ☒ Yes ☐ No

MCM #3 Comments:

Stormwater-related GIS data was transferred to the Township's ArcGIS Online account, allowing Public Works and Township management to view and access information related to the Township's stormwater infrastructure.

MCM #4 – CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Are you relying on PA's statewide program for stormwater associated with construction activities to satisfy this MCM?

☒ Yes ☐ No

(If Yes, respond to questions for BMP Nos. 1, 2 and 3 only in this section. If No, respond to questions for all BMPs in this section)

BMP #1: The permittee may not issue a building or other permit or final approval to those proposing or conducting earth disturbance activities requiring an NPDES permit unless the party proposing the earth disturbance has valid NPDES Permit coverage (i.e., not expired) under 25 Pa. Code Chapter 102.

During the reporting period, did you comply with 25 Pa. Code § 102.43 (relating to withholding building or other permits or approvals until DEP or a county conservation district (CCD) has approved NPDES permit coverage)?

☒ Yes ☐ No ☐ Not Applicable (no building permit applications received)

BMP #2: A municipality or county which issues building or other permits shall notify DEP or the applicable CCD within 5 days of the receipt of an application for a permit involving an earth disturbance activity consisting of one acre or more, in accordance with 25 Pa. Code § 102.42.

During the reporting period, did you comply with 25 Pa. Code § 102.42 (relating to notifying DEP/CCD within 5 days of receiving an application involving an earth disturbance activity of one acre or more)?

☒ Yes ☐ No ☐ Not Applicable (no building permit applications received)

BMP #3: Enact, implement and enforce an ordinance or SOP to require the implementation and maintenance of E&S control BMPs, including sanctions for non-compliance, as applicable.

1. Do you have an ordinance (municipal) or SOP or other mechanism (non-municipal) that requires implementation and maintenance of E&S control BMPs? ☒ Yes ☐ No

If Yes, indicate the date of the ordinance or SOP: **Stormwater Management Ordinance adopted October 11, 2022**

2. If Yes to #1, is the ordinance or SOP consistent with DEP's 2022 Model Stormwater Management Ordinance (3800-PM-BCW0100j)? ☒ Yes ☐ No

3. If Yes to #2 and the ordinance or SOP has not been submitted previously, attach a copy of the ordinance or SOP.

BMP #4: Review Erosion and Sediment (E&S) control plans to ensure that such plans adequately consider water quality impacts and meet regulatory requirements.

Specify the number of E&S Plans you reviewed during the reporting period:

BMP #5: Conduct inspections regarding installation and maintenance of E&S control measures during earth disturbance activities. Maintain records of site inspections, including dates and inspection results, in accordance with the record retention requirements in this permit.

Specify the number of E&S inspections you completed during the reporting period:

BMP #6: Conduct enforcement when installation and maintenance of E&S control measures during earth disturbance activities does not comply with permit and/or regulatory requirements.

Specify the number of enforcement actions you took during the reporting period for improper E&S:

BMP #7: Develop and implement requirements for construction site operators to control waste at construction sites that may cause adverse impacts to water quality. The permittee shall provide education on these requirements to construction site operators.

Specify the method(s) by which you are educating construction site operators on controlling waste at construction sites:

BMP #8: Develop and implement procedures for the receipt and consideration of public inquiries, concerns, and information submitted by the public to the permittee regarding local construction activities.

1. A tracking system has been established for receipt of public inquiries and complaints. Yes No

2. Specify the number of inquiries and complaints received during the reporting period:

MCM #4 Comments:

MCM #5 – POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

BMP #1: Enact, implement and enforce an ordinance or SOP to require post-construction stormwater management from new development and redevelopment projects, including sanctions for non-compliance.

1. Do you have an ordinance (municipal) or SOP or other mechanism (non-municipal) that requires implementation and maintenance of post-construction stormwater management (PCSM) BMPs? ☒ Yes ☐ No

If Yes, indicate the date of the ordinance or SOP: **Stormwater Management Ordinance adopted October 11, 2022**

2. If Yes to #1, is the ordinance or SOP consistent with DEP's 2022 Model Stormwater Management Ordinance (3800-PM-BCW0100j)? ☐ Yes ☐ No
3. If Yes to #2 and the ordinance or SOP has not been submitted previously, attach a copy of the ordinance or SOP.

BMP #2: Develop and implement measures to encourage and expand the use of Low Impact Development (LID) in new development and redevelopment. Measures should also be included to encourage retrofitting LID into existing development. Enact ordinances consistent with LID practices and repeal sections of ordinances that conflict with LID practices.

1. Do you have an ordinance (municipal) or SOP or other mechanism (non-municipal) that encourages and expands the use of LID in new development and redevelopment? ☒ Yes ☐ No

If Yes, indicate the date of the ordinance or SOP: **Stormwater Management Ordinance adopted October 11, 2022**

2. If Yes to #1, is the ordinance or SOP consistent with DEP's 2022 Model Stormwater Management Ordinance (3800-PM-BCW0100j)? ☐ Yes ☐ No
3. If Yes to #2 and the ordinance or SOP has not been submitted previously, attach a copy of the ordinance or SOP.

BMP #3: Ensure adequate O&M of all post-construction stormwater management BMPs that have been installed at development or redevelopment projects that disturb greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale.

1. Do you have an inventory of all PCSM BMPs that were installed to meet requirements in NPDES Permits for Stormwater Discharges Associated with Construction Activities approved since March 10, 2003? ☒ Yes ☐ No

If Yes to #1, complete Table 1 on the next page.

2. Has proper O&M occurred during the reporting period for all PCSM BMPs? ☐ Yes ☒ No
3. If No to #2, explain what action(s) the permittee has taken or plans to take to ensure proper O&M.

Stormwater Management Ordinance adopted October 11, 2022 includes O&M provision which will be implemented during the next few years.

If you are relying on PA's statewide program for stormwater associated with construction activities, you may skip to MCM #6, otherwise complete all questions for BMPs #4 - #6 in this section.

BMP #4: Require the implementation of a combination of structural and/or non-structural BMPs that are appropriate to the local community, that minimize water quality impacts, and that are designed to maintain pre-development runoff conditions.

1. Specify the number of PCSM Plans reviewed during the reporting period for projects disturbing greater than or equal to one acre (including projects less than one acre that are part of a larger common plan of development or sale):
2. Has a tracking system been established and maintained to record qualifying projects and their associated BMPs?

☒ Yes ☐ No

PCSM BMP INVENTORY

Table 1. To complete the information needed for MCM #5, BMP #3, list all existing structural BMPs that discharge stormwater to the permittee's MS4 that were installed to satisfy PCSM requirements for earth disturbance activities under Chapter 102, and provide the requested information (see instructions).

BMP No.	BMP Name	DA (ac)	Entity Responsible for O&M	Latitude	Longitude	Date Installed	O&M Requirements	NPDES Permit No.
1	See Appendix for MCM #5			0 1 "	0 1 "			
2				0 1 "	0 1 "			
3				0 1 "	0 1 "			
4				0 1 "	0 1 "			
5				0 1 "	0 1 "			
6				0 1 "	0 1 "			
7				0 1 "	0 1 "			
8				0 1 "	0 1 "			
9				0 1 "	0 1 "			
10				0 1 "	0 1 "			
11				0 1 "	0 1 "			
12				0 1 "	0 1 "			
13				0 1 "	0 1 "			
14				0 1 "	0 1 "			
15				0 1 "	0 1 "			
16				0 1 "	0 1 "			

BMP #5: Ensure that controls are installed that shall prevent or minimize water quality impacts. The permittee shall inspect all qualifying development or redevelopment projects during the construction phase to ensure proper installation of the approved structural PCSM BMPs. A tracking system (e.g., database, spreadsheet, or written list) shall be implemented to track the inspections conducted and to track the results of the inspections (e.g., BMPs were, or were not, installed properly).

1. During the reporting period have you inspected all qualifying development and redevelopment projects during the construction phase to ensure proper installation of approved structural BMPs?
☐ Yes ☒ No ☐ Not Applicable (no qualifying projects during reporting period)
2. Has a tracking system been established and maintained to record results of inspections?
☒ Yes ☐ No

BMP #6: Develop a written procedure that describes how the permittee shall address all required components of this MCM.

Have you developed a written plan that addresses: 1) minimum requirements for use of structural and/or non-structural BMPs in plans for development and redevelopment; 2) criteria for selecting and standards for sizing stormwater BMPs; and 3) implementation of an inspection program to ensure that BMPs are properly installed? ☐ Yes ☐ No

MCM #5 Comments:

The Township is using ESRI Survey123 forms in the field and has a tracking system for BMP inspections. ArcGIS Online puts the stormwater features in the hands of the Township Manager and the Public Works Director.

MCM #6 – POLLUTION PREVENTION / GOOD HOUSEKEEPING

BMP #1: Identify and document all operations that are owned or operated by the permittee and have the potential for generating pollution in stormwater runoff to the MS4. This includes activities conducted by contractors for the permittee.

1. Have you identified all facilities and activities owned and operated by the permittee that have the potential to generate stormwater runoff into the MS4? ☒ Yes ☐ No
2. When was the inventory last reviewed? **2024**
3. When was it last updated? **2024**

BMP #2: Develop, implement and maintain a written O&M program for all operations that could contribute to the discharge of pollutants from the MS4, as identified under BMP #1. This program shall address stormwater collection or conveyance systems within the regulated MS4.

1. Have you developed a written O&M program for the operations identified in BMP #1? ☒ Yes ☐ No
2. Date of last review or update to written O&M program: **2024**

BMP #3: Develop and implement an employee training program that addresses appropriate topics to further the goal of preventing or reducing the discharge of pollutants from operations to the regulated small MS4. All relevant employees and contractors shall receive training.

1. Have you developed an employee training program? ☒ Yes ☐ No
2. Date of last review or update to training program: **2024** Date of latest training: **2024**

3. Training topics covered:

MS4 Compliance

4. Name(s) of training presenter(s):

John Cassels

5. Names of training attendees:

Scott Swichar

MCM #6 Comments:

The Township will follow CWMP's lead for Training opportunities.

POLLUTANT CONTROL MEASURES (PCMs)

Indicate the status of implementing PCMs in Appendices A, B and/or C by completing the table below. Skip this section if PCMs are not applicable.

Task	Date Completed	Attached	Anticipated Completion Date
Storm Sewershed Map(s)	2022	☒	
Source Inventory		☐	2026
Investigation of Suspected Sources		☐	2027
Ordinance/SOP for Controlling Animal Wastes		☐	

PCM Comments:

The existing map required for MCM #3 is being used for PCM source inventory preparation.

POLLUTANT REDUCTION PLANS (PRPs) AND TMDL PLANS

1. Complete this section if the development and submission of a PRP and/or TMDL Plan was required as an attachment to the latest NOI or application or was required by the permit, regardless of whether DEP has approved the plan(s).

Type of Plan	Submission Date	DEP Approval Date	Surface Waters Addressed by Plan
☐ Chesapeake Bay PRP (Appendix D)			Chesapeake Bay
☐ Impaired Waters PRP (Appendix E)			
☒ TMDL Plan (Appendix F)	7/28/2022	10/6/2022	Christina River Basin
☐ Combined Chesapeake Bay / Impaired Waters PRP			Chesapeake Bay,
☐ Combined PRP / TMDL Plan			

☐ Joint Plan (if checked, list the name of the MS4 group or names of all entities participating in the joint plan below)

Joint Plan Participants:

2. Identify the pollutants of concern and pollutant load reduction requirements under the permit (see instructions).

Type of Plan	TSS Load Reduction (lbs/yr)	TP Load Reduction (lbs/yr)	TN Load Reduction (lbs/yr)
☐ Chesapeake Bay PRP (Appendix D)			
☐ Impaired Waters PRP (Appendix E)			
☒ TMDL Plan (Appendix F)	753,620	5,646	28,003
☐ Combined Chesapeake Bay / Impaired Waters PRP			
☐ Combined PRP / TMDL Plan			

3. Date Final Report Demonstrating Achievement of Pollutant Load Reductions Due: **October 31, 2027**

4. Have any modifications to the plan(s) occurred since DEP approval? ☐ Yes ☒ No

If Yes to #4, was the updated plan(s) submitted to DEP? ☐ Yes ☐ No

If Yes to #4, did you comply with the public participation requirements of the applicable appendix? ☒ Yes ☐ No

If Yes to #4, describe the plan modifications.

Public Hearing held during a regular scheduled BoS meeting

5. Summary of progress achieved during reporting period.

Riparian buffer was planted on Township property by Stroud Water Research.

6. Anticipated activities for next reporting period.

Grant applications will be prepared to fund additional BMP development

PRP/TMDL Plan Comments:

Also seeking developer helping with implementing SW BMPs above and beyond Chapter 102 activities.

NEW BMPs FOR PRP/TMDL PLAN IMPLEMENTATION

Table 2. List all new structural BMPs installed and ongoing non-structural BMPs implemented during the reporting period that are being used toward achieving load reductions in the permittee's PRP and/or TMDL Plan (see instructions).

BMP No.	BMP Name	DA (ac)	% Imp.	BMP Extent	Units	Latitude	Longitude	Date Installed or Implemented	Planning Area?	Ch. 102?	Annual Sediment Load Reduction (lbs/yr)
1	EFT Park Riparian Buffer					O 1 11	O 1 11		☐	☐	
						O 1 11	O 1 11		☐	☐	
						O 1 11	O 1 11		☐	☐	
						O 1 11	O 1 11		☐	☐	
						O 1 11	O 1 11		☐	☐	

BMP INVENTORY FOR PRP/TMDL PLAN IMPLEMENTATION

Table 3. List all existing structural BMPs that have been installed in prior reporting periods and are eligible to use toward achieving load reductions in the permittee's PRP and/or TMDL Plan (see instructions).

BMP No.	BMP Name	DA (ac)	% Imp.	BMP Extent	Units	Latitude	Longitude	Date Installed	Annual Sediment Load Reduction (lbs/yr)	Date of Latest Inspection	Satisfactory?
						O 1 11	O 1 11				☐
						O 1 11	O 1 11				☐
						O 1 11	O 1 11				☐
						O 1 11	O 1 11				☐
						O 1 11	O 1 11				☐

CERTIFICATION

For PAG-13 Permittees: I have read the latest PAG-13 General Permit issued by DEP and agree and certify that (1) the permittee continues to be eligible for coverage under the PAG-13 General Permit and (2) the permittee will continue to comply with the conditions of that permit, including any modifications thereto. I understand that if I do not agree to the terms and conditions of the PAG-13 General Permit, I will apply for an individual permit within 90 days of publication of the General Permit. I also acknowledge that any facility construction needed to comply with the General Permit requirements shall be designed, built, operated, and maintained in accordance with operative laws and regulations.

For All Permittees: I certify under penalty of law that this report was prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations. See 18 Pa. C.S. § 4904 (relating to unsworn falsification).

Scott M. Swichar

Name of Responsible Official

610-384-71444

Telephone No.



Signature

9/30/2026

Date

Appendix for MCM #1
Public Education and Outreach Materials

- **Public Education and Outreach Plan – (rev. 2023)**
- **2025/2026 CWMP MS4 Municipal Report for Cost-Share Partners**
- **Pages from Township MS4 Newsletter**

**PUBLIC EDUCATION AND OUTREACH PLAN
EAST FALLOWFIELD TOWNSHIP**

March 2023

GOAL: To achieve measurable improvements in the target audience's understanding of the causes and impacts of stormwater pollution and the steps they can take to prevent it.

PLAN ELEMENTS:

DETERMINING THE NEED FOR EDUCATION AND SOURCES OF MATERIALS

- A. Develop a survey to assess the understanding of stormwater issues by municipal residents and staff. Include elements of the MS4 and the TMDL programs.
- B. Circulate the survey to residents and staff through communication channels such as mailings, email, or website.
- C. Use the results of the survey to source educational materials that will increase the public's knowledge of stormwater issues and the practices that can be applied. Information sources include the Chester County Water Resources Authority, Chester County Conservation District, watershed associations, DEP, and EPA. **Include information on all six MCMs.**

DEVELOPING A TARGET AUDIENCE FOR THE EDUCATION PROGRAM

- A. Create lists to include all individuals and groups to receive education
 - 1. Municipal officials
 - 2. Municipal staff
 - 3. Municipal residents
 - 4. Schools
 - 5. Colleges and Universities
 - 6. Businesses, especially those contributing to the stormwater system
 - 7. Places of Worship
 - 8. Service Clubs
 - 9. Developers and Builders
 - 10. Engineering firms
 - 11. Others
- B. Using the list of individuals and groups, create a spreadsheet of these contacts and track the dates and types of information sent. Update regularly.
- C. Create a mailing list and email list for the target audience and update regularly.

DEVELOPING THE MESSAGE

- A. Develop an annual publication schedule with items to be created or sourced, dates of publication, and means of communication. Use results of the public survey to select educational materials.
- B. Create a tracking system to document each item published and update regularly.
- C. Provide a link to stormwater information. The Chester County Water Resources Authority website (www.chesco.org/water) and have examples of educational materials.
- D. Compare materials with other municipalities and develop materials that can be used by multiple municipalities. Work with public agencies and watershed organizations to develop materials.
- E. Include education information on all 6 of the Minimum Control Measures
- F. Review and update published items annually.

DEVELOP A DISTRIBUTION SCHEDULE FOR EDUCATION MATERIALS

- A. Create a list of distribution methods to include displays, posters, signs, pamphlets, booklets, brochures, radio, local cable TV, newspaper articles, presentations, and giveaways.
- B. Use at least two of these methods annually in addition to newsletters and website.
- C. Maintain records of all distributed materials including item distributed, date distributed, recipient, number distributed, and method of distribution. Provide this information to DEP in annual reports.
- D. Leverage distribution by partnering with watershed and environmental education organizations on education information.
- E. Utilize schools as a means of distribution of materials.

MEASURE PUBLIC UNDERSTANDING OF STORMWATER CAUSES AND IMPACT

- A. Circulate survey to target audience annually
- B. Compare results of survey to previous year
- C. Focus future education efforts on stormwater management issues where public knowledge is not improving.



2025/2026 CWMP MS4 Municipal Report for Cost-Share Partners

Prepared by Brian Winslow, Watershed Conservation Director, Brandywine Red Clay Alliance

CWMP is supported through the generous cost-sharing support from the following municipalities in 2025/2026:

- Avondale Borough
- Birmingham Township
- City of Coatesville
- Downingtown Borough
- East Bradford Township
- East Brandywine Township
- East Caln Township
- East Fallowfield Township
- East Marlborough Township
- East Whiteland Township
- Franklin Township
- Honey Brook Borough
- Honey Brook Township
- Kennett Square Borough
- Kennett Township
- London Britain Township
- London Grove Township
- Londonderry Township
- Modena Borough
- New Garden Township
- New London Township
- Parkesburg Borough
- Penn Township
- Pocopson Township
- Sadsbury Township
- Thornbury Township
- Upper Uwchlan Township
- Uwchlan Township
- Valley Township
- Wallace Township
- West Bradford Township
- West Brandywine Township
- West Chester Borough
- West Goshen Township
- West Grove Borough
- West Whiteland Township
- Westtown Township

This report summarizes activities by CWMP and its Planning Team organizations to help municipalities meet their MS4 requirements, especially MCM's 1, 2 and 6. As a cost share participant, these municipalities help to financially support these activities, and many are active participants in the meetings, events and activities listed in this report.



The municipalities listed on page 1 of this report supported CWMP activities in 2025/2026 through a cost-share contribution. CWMP provides many resources for residents, elected officials, municipal staff and consultants outlined in this report. The following is a summary of CWMP, its Planning Team Organization and scope of work.

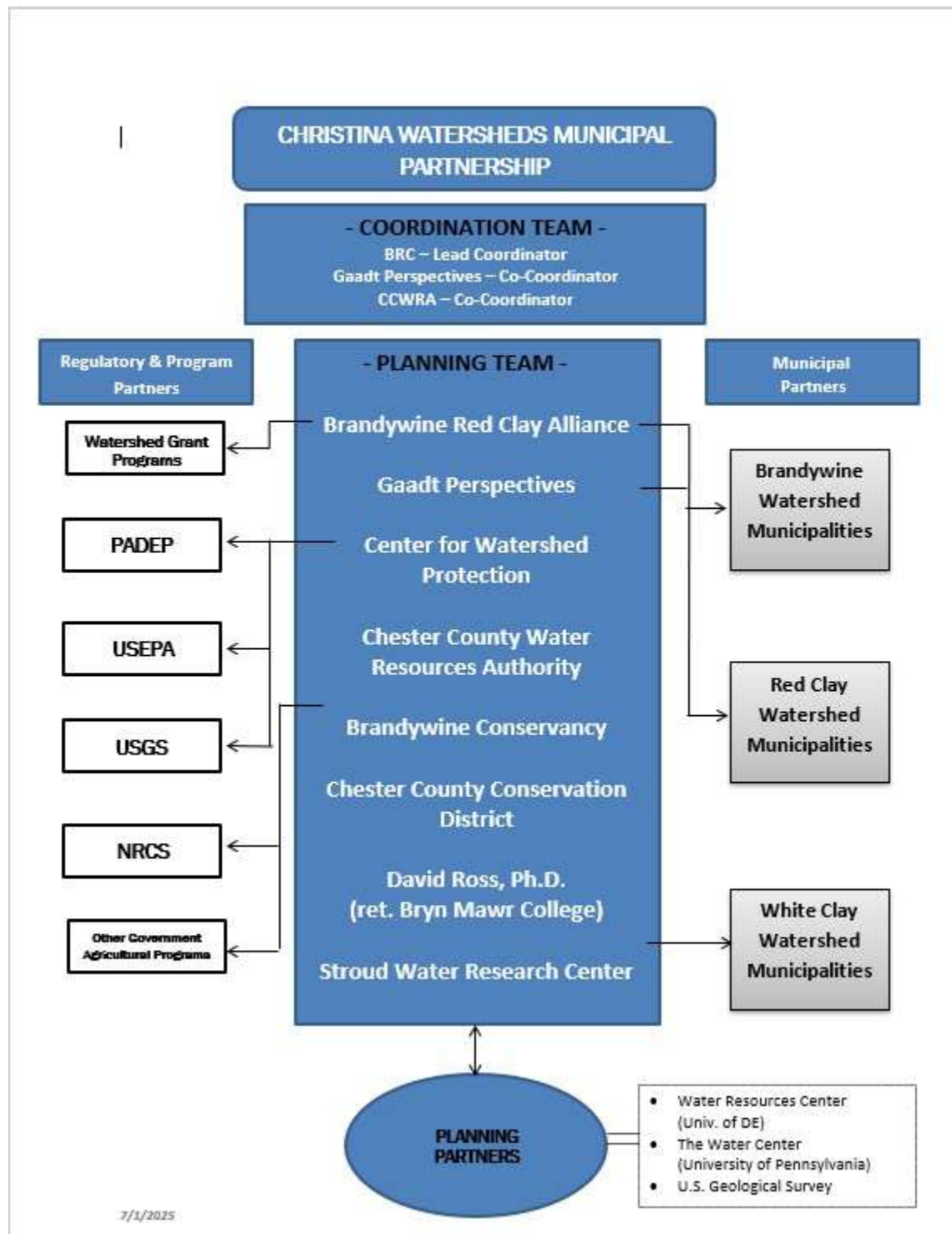
CWMP Organizations offered a Grand total of 165 stormwater related programs/events, serving 104,066 participants, including 3,756 participants attended events and activities and 926 volunteers recording 3,090 volunteer hours for MCM 1, 2 and 6 between July 1, 2025 and June 30, 2026. Details for each of these activities is described under each MCM area below.

The Christina Watersheds Municipal Partnership (CWMP) is a long-term partnership of Pennsylvania municipalities, county agencies, and watershed conservation organizations. The mission of CWMP is to *facilitate and support engagement and collaboration of Pennsylvania municipalities, landowners, and other stakeholders to restore and protect the water quality of streams in the Brandywine Creek, Red Clay Creek and White Clay Creek watersheds.*

CWMP has been helping municipalities in the Chester County Pennsylvania portion of the Christina Watershed meet their MS4 requirements since the inception of Pennsylvania's MS4 program. Municipal members of CWMP participate in CWMP meetings, workshops and receive communications, technical assistance and materials from CWMP to help them meet their MS4 requirements. CWMP also provides a number of print, electronic and other resources each year to cost-share municipalities to assist with stormwater public education, outreach, staff training and technical assistance. These resources include an annual stormwater education advertisement (print and digital) and a broad array of resources and event calendar available on our website at www.cwmp.org.

The www.CWMP.org website launched in January 2021 is an example of the benefits derived from the collaboration of CWMP's planning team. Municipal members pay an annual cost share to participate in CWMP activities. This fee helps to support the time and expenses devoted to this effort by planning team members. Funding received from annual municipal member fees covers only a fraction of CWMP's total annual operating costs, with grants and in-kind donations covering the remaining expenses. Each dollar contributed by municipalities through their annual cost share is leveraged by an equal or greater value of grant dollars and in-kind contributions from planning team members.

The CWMP Planning Team meets at least 8 times a year to coordinate CWMP activities and identify opportunities to assist municipalities to improve water quality from a watershed perspective. Our Planning Team members bring the support and expertise of their organizations to this effort. Planning team members include: Brandywine Red Clay Alliance, Brandywine Conservancy, Center for Watershed Protection, Chester County Conservation District, Chester County Water Resources Authority, David Ross Ph.D. (ret. Bryn Mawr College), Gaadt Perspectives, Stroud Water Research Center, White Clay Wild and Scenic Program, The Water Center at University of Pennsylvania and University of Delaware Water Resources Center.



MCM #1- Public Education and Outreach on Stormwater Impacts

CWMP SUMMARY of MCM #1 Activities 2025/2026 Presented by CWMP Planning Team Organizations					
PLANNED ACTIVITIES				ACCOMPLISHMENTS	
	Activity	Target Audience	Planned Timeframe	Date Completed	# People Reached
1	<u>Maintain www.cwmp.org website with stormwater resources, calendar of events and technical assistance</u>	Home owners, farmers, developers, municipal staff and elected officials	July 1, 2025- June 30, 2026	June 30, 2025- website is updated regularly and maintained with current resources and calendar of education events	From Google Analytics: • 4,700 sessions, up from 3,314 sessions in FY 2025 • 1,400 Engaged Sessions up from 811 in 2025 • 95 “referrals” directed to CWMP.org from municipal stormwater pages • Spike of over 1,500 “session” views in April to coincide with Earth Day digital stormwater ads
2	<u>World Water Day and Earth Day Ads:</u>	Chester County Residents	World Water Day, March, 2025, Earth Day, April 2025	<i>Published total of 9 dates in Daily Local March 22, 23 & April 19, 22, in Southern Chester County News March 19, 26 & April 3, 10 and 16.</i>	Circulation for ads in Chester County: • 80,000 monthly readership of print edition • 332,000 monthly unique visitors on-line edition • 466,000 total monthly audience reached Actual Daily Local News digital Ad analytics: • 18, 86 views and 2,510 clicks (2.51%) to www.cwmp.org/about/ <i>See copies of ads in Appendix of this report</i> <u>Plus, a 100,000 Chester County nature and outdoor enthusiasts eNewsletter feature on Ways to Protect Water Resources launching April 22, 2026</u>

CWMP SUMMARY of MCM #1 Activities 2025/2026
Presented by CWMP Planning Team Organizations

PLANNED ACTIVITIES			ACCOMPLISHMENTS		
	Activity	Target Audience	Planned Timeframe	Date Completed	# People Reached
3	<u>Water Education Programs presented to youth through school and scout programs and Summer Camps</u>	Youth ages 4-18 in Chester County	July 1, 2025- June 30, 2026	Includes programs presented during this time	Summary of all programs: 32 School and scout programs presented to 1,745 children at Brandywine Red Clay Alliance and Chester County Conservation District 48 week long summer camp sessions presented to 568 youth (note summer of 2025 attendance) at Brandywine Red Clay Alliance and Chester County Conservation District
4	<u>Adult stormwater education events and programs</u>	Adults and family Chester County	July 1, 2025- June 30, 2026	Includes all programs presented during this time	Summary of all programs: 16 programs presented by CWMP Planning Team organizations to adults with a total of 1,547 participants

MCM 1 Details of activity provided by CWMP 2025/2026

- **CWMP website, www.cwmp.org, provides a large variety of on-line stormwater resources for homeowners, farmers, developers and municipal staff and elected officials.** Many CWMP cost-share municipalities listed on page 1 of this report post links to these shared resources provided via the website to educate residents about stormwater related issues. This website includes:
 - Calendar of stormwater education, outreach and engagement activities
 - Stormwater resources for homeowners, developers, farmers
 - Municipal Partner resources for municipal staff and elected officials
 - Stormwater training resources for municipal staff
 - MS4 information and resources for residents, staff and elected officials
 - List of stormwater grant sources
 - Links to related stormwater resources and trainings
 - MS4 Technical Assistance/Load & Reduction Calculations
 - Stormwater articles to be re-published by municipalities (be sure to re-publish articles in your municipality)
 - Communication and Outreach Toolbox with sample social media posts on stormwater topics for municipalities to cut and paste into their social media and more.

We encourage municipalities to post the CWMP calendar via a Google Calendar link on their website and provide links to www.cwmp.org in their newsletters, websites and social media to help meet their stormwater education requirements. For information and guides on how to make these links, contact bwinslow@brandywineredclay.org.

Website Visitation Data July 1, 2025- June 30, 2026

User data From Google Analytics:

- 4,700 sessions, up from 3,314 sessions in FY 2025
- 1,400 Engaged Sessions up from 811 in 2025
- 95 “referrals” directed to CWMP.org from municipal stormwater pages
- Spike of over 1,500 “session” views in April to coincide with Earth Day digital stormwater ads
- The top visited pages demonstrate that users were looking for specific stormwater resources:
 - CWMP.org home page
 - Homeowner resources
 - Farmer Resources
 - CWMP calendar of events
 - Stormwater and pollution management
 - Stormwater regulations
 - Building project resources
 - Partner (CWMP) resources
 - Stormwater articles
- **CWMP purchased a series of print and digital advertisements promoting stormwater education and driving readers to the CWMP.org website to see further educational materials. The following ads were run:**
Spring 2026 CWMP Stormwater Advertisement- Ad was themed, “Land, Water and People- We’re All Connected” and featured things homeowners can do for clean stormwater with weblinks to www.cwmp.org. World Water Day (March 20) And Earth Day, April 22 (see copy of ads in appendix). *Published total of 9 dates in Daily Local March 22, 23 & April 19, 22, in Southern Chester County News March 19, 26 & April 3, 10 and 16.*

Circulation for ads in Chester County:

- 80,000 monthly readership of print edition
- 332,000 monthly unique visitors on-line edition
- 466,000 total monthly audience reached
- Plus, a 100,000 Chester County nature and outdoor enthusiasts eNewsletter feature on Ways to Protect Water Resources launched April 22, 2026

Actual Daily Local News digital Ad analytics:

- 18,086 views and 2,510 clicks (2.51%) to www.cwmp.org/about/
- 36.7% via desktop
- 63.3% via mobile device

CWMP Planning Team organizations offer a variety of water quality and stormwater education programs each year.

CWMP has asked all of these organizations to report their attendance at these activities for use in MS4 reports where appropriate. The following is a summary of the 2025/2026 stormwater and water quality activities hosted by CWMP partner organizations and their collaborators.

Highlights of the report for MCM 1 include:

- **CWMP Organizations offered 82 MCM 1 Public Education activities, serving 3,292 participants at program events. These included:**
 - 48 week-long summer camp sessions with water education included offered by Brandywine Red Clay Alliance in Summer of 2025 with 568 children participating
 - 32 School and youth watershed related programs offered by Brandywine Red Clay Alliance and Chester County Conservation District to 1,745 children and youth.
 - 16 adult water education programs by all CWMP Planning Team members serving 1,547 participants



To see the full spreadsheet listing where events and activities were located and their target audiences by municipality, an excel spreadsheet of all the submitted data will be sent with the electronic copy of this report and is also available upon request. Most of our conservation partners serve the entire Chester county area or specific sub-watersheds and list these as their target audiences, however some activities are held in a specific municipality and may target smaller audiences. Municipalities may want to note activities held in their municipality or targeting their residents to include in your own municipal MS4 annual reports as PADEP likes to see specific programs held in each municipality in your reports. See the detailed spreadsheet for details.

MCM #2- Public Involvement Participation

CWMP SUMMARY OF MCM #2 ACTIVITIES 2025/2026 Presented by CWMP Planning Team Organizations Public Participation And Involvement Accomplishments					
PLANNED ACTIVITIES				ACCOMPLISHMENTS	
	Activity	Target Audience	Planned Timeframe	Date Completed	# People Reached/ results
1	<u>Volunteer outreach activities including; litter clean-ups, tree planting and buffer maintenance activities</u>	Chester County Residents; homeowners, businesses, organizations	July 1, 2025- June 30, 2026	Includes all volunteer activities during this time	23 volunteer activities 850 participants 3,064 volunteer hours
2	<u>Public engagement meetings and events</u>	Chester County Residents; homeowners, businesses, organizations	July 1, 2025- June 30, 2026	Includes public outreach regarding stormwater	12 meetings/events 597 people attended
3	<u>Outreach Events with stormwater education displays for the public</u>	Families and adults in Chester County	July 1, 2025- June 30, 2026	Includes outreach events throughout the year	Summary of all events: 7 events with 103,430 participants. This included Kennett Mushroom Festival tabling event with stormwater materials reaching over 100,000 visitors as well as White Clay Days and Unionville Community Fair
4	<u>Landowner site visits</u> (on stormwater related issues)	Home and business owners	July 1, 2025- June 30, 2026	Includes all site visits by CWMP partners	33 site visits conducted

5	<u>Distribution of free tree through Keystone 10 Million Tree Program by Chester County Conservation District and Brandywine Red Clay Alliance</u>	Chester County Residents; homeowners, businesses, organizations, municipalities, parks	Fall 2025 final tree delivery	October, 2025	1,000 trees distributed in fall 2025 distributed to 15 landowners with the help of 10 volunteers
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MCM 2 – CWMP Details of Activities

- **CWMP Planning Team Organizations offered the following activities:**
 - 12 Public outreach meetings and workshops held with 597 participants
 - 7 Outreach tabling events reaching 103,430 participants
 - 33 Landowner site visits regarding stormwater and stream erosion issues
 - 23 volunteer activities including litter clean-ups and tree planting events with 850 volunteers donating 3,016 hours.
 - These events included Clean-up Events: Brandywine Cleanup and Red Clay Valley Cleanup, hosted by Brandywine Red Clay Alliance and clean up events held with Chester County Conservation District.

Litter Clean up Events:



2026 Brandywine Clean up event in Modena, PA



2026 Red Clay Clean up in Kennett Township



Chester County Conservation District coordinated a Brandywine Canoe (2026) clean up with Northbrook Canoe

- **Tree Planting events**

- BRC held tree planting events in Kennett Township, Borough of Kennett Square and East Marlborough Township with 63 volunteers donating 173 hours.
- 15 homeowners received 1,000 free trees from the Keystone 10 Million Tree Partnership in fall 2024 coordinated by Chester County Conservation District and Brandywine Red Clay Alliance. 10 volunteers helped to count and distribute the trees when the shipment arrived from the nurseries.



MCM # 6 – Pollution Prevention/ Good Housekeeping

CWMP SUMMARY OF MCM #6 ACTIVITIES 2025/2026 Professional Training for Municipal Staff and Official Accomplishments					
PLANNED ACTIVITIES			ACCOMPLISHMENTS		
	Activity	Target Audience	Planned Timeframe	Date Completed	# People Reached/ results
1	<u>CWMP MS4 Resources Webinar</u>	Municipality staff	Spring 2026	5/13/2026	1- hour webinar 18 participants
2	<u>MS4 Basics Webinar and update on MS4 Program</u>	Municipal staff and Engineers	Spring 2026	5/20/2026	1- hour webinar 23 participants
3	<u>CWMP Meeting- Managing Open Spaces</u>	Municipal Public Works staff, engineers	Fall 2025	12/9/2025	2 hour meeting, 38 participants
4	<u>CWMP Meeting; Elected officials breakfast meeting: SaltWise- Reducing Road Salt Use</u>	2 hour meeting Municipal staff, engineers and supervisors	Winter 2026	2/27/2026	2 hour meeting, 45 participants
5	<u>CWMP Smart Salting Workshop</u>	Municipal Public Works Staff	Fall 2025	9/25/2025	7 hour meeting 48 participants from Chester County municipalities
6	<u>CCWRA Municipal Stormwater Summit</u>	Municipal staff and conservation organizations	Fall 2025	11/7/2025	3 hour meeting 35 participants

7	<u>CWMP e-Newsletters and emails sent to CWMP municipal partners: to keep them informed of upcoming events, grant funding, updates to CWMP website and DEP updates to share</u>	Municipal staff, engineers and supervisors	July 1, 2025- June 30, 2026	6 Newsletters -email updates sent during this time	Each mailing sent to 152 contacts on CWMP mailing list, total 912 unique contacts sharing CWMP stormwater information.
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MCM #6 Staff training included in MCM 6 requirements and CWMP offers a variety of opportunities for municipal staff training at meetings, workshops, newsletters and on-line resources and links:

CWMP meetings are intended for municipal staff, engineers and elected officials responsible and/or interested in stormwater and meeting MS4 requirements. These meetings can be used to satisfy the requirements of MCM # 6. Regular email newsletters and email updates keep CWMP participants up to date on upcoming events, grant deadlines, resources and website updates. The topics listed above were covered at CWMP meetings during this time period.

Five webinars/ workshops/meetings were held for CWMP municipal staff training including public works staff, managers and municipal engineers and private contractors working in municipalities. Workshops are meant to be more in-depth training, one workshop was presented on reducing road salt use presented by Chesapeake Bay Landscape Professionals (CBLP) and targeted public works staff. A 45 minute presentation on this same topic was delivered to township managers, engineers and staff at our annual CWMP breakfast meeting. CWMP also offered two one-hour webinars to educate municipal staff about the MS4 program and updates coming from PADEP, the second workshop featured resources available to townships to help educate and engage residents in improving stormwater management. At the December, 2025 CWMP meeting four speakers talked about how municipalities can manage their open spaces to improve water quality.



CWMP sent out 6 e-newsletters/email updates to all CWMP municipal participants that includes municipal managers, public work managers and engineers with 1252 individuals on the email list, totalling 912 unique contacts to share stormwater information, training, grants and resources with municipalities throughout the year.

Other sources of staff training are also available and all are listed on the CWMP website at <https://cwmp.org/stormwater-training/>. At the CWMP website (cwmp.org) the organization maintains a CWMP calendar listing educational and volunteer events available to municipal staff, residents and conservation consultants. CWMP adds events to the workshop regularly, including many free workshops offered by our partners and the Penn State Extension, EPA and other sources. Many municipalities post the link the calendar on their stormwater web pages to help share stormwater related events with their residents. The calendar can be seen at <https://cwmp.org/cwmp-calendar/>. Any municipality that wants information on how to link the Google Calendar to their website should contact Brandywine Red Clay Alliance.

APPENDIX

ATTENDANCE DATA SAMPLE DOCUMENTS, PHOTOS, ETC

Summary of MS4 Education and Outreach Events

(see separate spreadsheet attachment for detail by event)

2025/2026 MS4 Report SUMMARY	# programs/events	Outreach Events/ participants	# participants	# volunteers	volunteer hours
TOTALS BY CATEGOTY					
Total adult water education programs	16		1,547	-	
School/youth based water ed. Programs	66		1,745	70	
TOTAL MCM 1 EVENTS	82	-	3,292	70	-
Volunteer activities	23	-	15	850	3,064
Public engagement meetings and events	12	597	-	1	4
Outreach tabling events with stormwater education	7	103,430	-	5	22
Landowner site visits	33	39	-	-	-
TOTAL MCM 2 EVENTS	75	104,066	15	856	3,090
MCM 6 Total training for municipal staff	8	-	449	-	-

TOTALS BY MCM					
	# programs/events	Outreach Events/ participants	# participants	# volunteers	volunteer hours
MCM1 Total Activities	82	-	3,292	70	-
MCM 2 Total Activities	75	104,066	15	856	3,090
MCM 6 Total Activities	8	-	449	-	-
Grand TOTALS	165	104,066	3,756	926	3,090

Celebrate World Water Day, March 22, 2026 Land, Water and People-We're All Connected!



Whatever we put on the land can end up in our waterways as stormwater or groundwater pollution and negatively impact water quality. In our local watersheds, over 500,000 people get their drinking water from streams and the remainder rely on clean groundwater from wells.

What you can do:

- Eliminate or use fertilizers, herbicides and pesticides wisely
- Pick up dog poop-it takes 12 months to decompose and carries bacteria, nitrogen and phosphorous into soils and streams
- Wash your car on the lawn-to keep soap from entering storm drains
- Don't dump oils or chemicals in storm drains
- Report any stream discharges to your local municipality or PADEP Incident Report at 866-255-5158 or on-line at <https://greenport.pa.gov/obPublic/EnvironmentalComplaintForm/>

Learn more at
https://cwmp.org/homeowner_resources/

- | | | |
|-----------------------------|---------------------------|----------------------------|
| • Avondale Borough | • Kennett Square Borough | • Uwchlan Township |
| • Birmingham Township | • Kennett Township | • Valley Township |
| • City of Coatesville | • London Britain Township | • Wallace Township |
| • Downingtown Borough | • London Grove Township | • West Bradford Township |
| • East Bradford Township | • Londonderry Township | • West Brandywine Township |
| • East Brandywine Township | • Modena Borough | • West Caln |
| • East Caln Township | • New Garden Township | • West Chester Borough |
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| • East Marlborough Township | • Parkesburg Borough | • West Grove Borough |
| • East Whiteland Township | • Penn Township | • West Pikeland Township |
| • Franklin Township | • Pocopson Township | • West Whiteland Township |
| • Honey Brook Borough | • Sadsbury Township | • Westtown Township |
| • Honey Brook Township | • Thornbury Township | |
| | • Upper Uwchlan Township | |



CWMP is a partnership of municipalities, county agencies, and watershed conservation organizations to restore and protect the water quality of streams in the Brandywine Creek, Red Clay Creek and White Clay Creek watersheds. For a list of all partners visit: www.cwmp.org/about/

*Earth Day Advertisement April 2026, published in Daily Local April 19, 22
in Southern Chester County News April 3, 10 and 16
And a 100,000 Chester County nature and outdoor enthusiasts eNewsletter feature
on Ways to Protect Water Resources launching April 22, 2026*

Celebrate Earth Day, April 22, 2026

Land, Water and People-We're All Connected!





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Learn more at
https://cwmp.org/homeowner_resources/

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- East Fallowfield Township
- East Marlborough Township
- East Whiteland Township
- Franklin Township
- Honey Brook Borough
- Honey Brook Township

- Kennett Square Borough
- Kennett Township
- London Britain Township
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- Uwchlan Township
- Valley Township
- Wallace Township
- West Bradford Township
- West Brandywine Township
- West Caln
- West Chester Borough
- West Goshen Township
- West Grove Borough
- West Pikeland Township
- West Whiteland Township
- Westtown Township



cwmp

CHRISTINA WATERSHEDS
MUNICIPAL PARTNERSHIP

CWMP is a partnership of municipalities, county agencies, and watershed conservation organizations to restore and protect the water quality of streams in the Brandywine Creek, Red Clay Creek and White Clay Creek watersheds. For a list of all partners visit: www.cwmp.org/about/

CAMPAIGN REPORT

Campaign Summary

Name: PA_Email_BrandywineValley_4-22-2026

From/Brand:	Daily Local News		
Headline:	Ways to protect water resources		
Broadcast Date:	04/22/2026		
Audience:	100,000	ID:	2568118
Views:	18,086	Clicks:	2,510
View %:	18.09%	Click %:	2.51%

CAMPAIGN STATS

Views | 18.09 % Total Views 18,086

Clicks | 2.51 % Total Clicks 2,510

CTVR | 13.88 %

Campaign Creative

Celebrate Earth Day, April 22, 2026
Land, Water and People-We're All Connected!

Whether we put on the kid can and up in our waterways as wastewater or groundwater pollution and negatively impact water quality. In our local watersheds, over 100,000 people get their drinking water from streams and the remainder rely on clean groundwater from wells.

What you can do:

- Eliminate or use fertilizers, herbicides and pesticides wisely
- Pick up dog poop-it takes 12 months to decompose and carries bacteria, nitrogen and phosphorus into wells and streams
- Wash your car on the lawn-to keep soap from entering storm drains
- Don't dump oils or chemicals in storm drains
- Report any stream discharges to your local municipality or PA DEP Incident Report at 856-255-5138 or on-line at <https://pa.gov/enr/PA-DEP/Environmental/ComplaintForm/>

Learn more at https://dewp.org/homeowner_resources/

• Abington Borough	• Belmont Square Borough	• Uniontown Township
• Birmingham Township	• Berwyn Township	• Valley Township
• City of Coatesville	• Easton Township	• Madison Township
• Downingtown Borough	• London British Township	• West Bradford Township
• East Bradford Township	• London Essex Township	• West Brandywine Township
• East Brandywine Township	• Londonderry Township	• York Township
• East Cole Township	• Merion Township	
• East Elmhurst	• New Britain Township	

Clicks by Device

	Desktop	
	36.77%	923
	Mobile	
	63.23%	1,587

CLICKS BY WEB BROWSER

1,467
Chrome155
Edge75
Firefox663
Safari150
Other

LINK SUMMARY

Celebrate Earth Day, April 22, 2026
Land, Water and People-We're All Connected!



Wherever we put on the land can end up in our waterways or streams or groundwater pollution and we can't inspect water quality. In our local watersheds, over 500,000 people get their drinking water from streams and the remainder rely on groundwater from wells.

What you can do:

- Eliminate or use fertilizers, herbicides and pesticides wisely.
- Pick up dog poop-it takes 12 months to decompose and carries bacteria, nitrogen and phosphorus into lakes and streams.
- Wash your car on the lawn to keep soap from entering storm drains.
- Don't dump household chemicals in storm drains.
- Report any stream obstructions, or your local municipality or PASP Incident Report at 800-350-156 or on-line at <https://greenport.pa.gov/obPublic/EnvironmentalComplaintForm/>

Learn more at
https://cwmp.org/homeowner_resource/

- Allegheny Borough
- Birmingham Township
- City of Coatesville
- Downingtown Borough
- East Bluebird Township
- East Brandywine Township
- East Cate Township
- East Falkonfield Township
- East Marlborough Township
- East Whiteland Township
- Franklin Township
- Honey Brook Borough
- Honey Brook Township

- Gettysburg Borough
- Gettysburg Township
- London Britain Township
- London Grove Township
- Londonderry Township
- Madens Borough
- New Garden Township
- New London Township
- Pottsville Borough
- Pottsville Township
- Pottsville Township
- Pottsville Township
- Pottsville Township
- Pottsville Township

- Quakertown Township
- Valley Township
- Millersburg Township
- West Brandywine Township
- West Chester Borough
- West Chester Township
- West Chester Township
- West Chester Township
- West Chester Township
- West Chester Township
- West Chester Township
- West Chester Township
- West Chester Township

cwmp
 CHRISTIANA WATERSHED
 MUNICIPAL PARTNERSHIP

CWMP is a partnership of municipalities, county agencies, and interested non-governmental organizations to monitor and protect the water quality of streams in the Christiana Creek, Red Clay Creek, and Neshaminy Creek watersheds. For a list of all partners visit: www.cwmp.org/govnet/

Index	Link URL	Clicks	%
1	https://cwmp.org/?utm_source=BVDA&utm_medium=HTML&utm_campaign=DailyLocal&utm_content=2026	727	28.96%
2	https://cwmp.org/?utm_source=BVDA&utm_medium=HTML&utm_campaign=DailyLocal&utm_content=2026	580	23.11%
3	https://greenport.pa.gov/obPublic/EnvironmentalComplaintForm/?utm_source=BVDA&utm_medium=HTML&utm_campaign=DailyLocal&utm_content=2026	91	3.63%
4	https://cwmp.org/homeowner_resources/?utm_source=BVDA&utm_medium=HTML&utm_campaign=DailyLocal&utm_content=2026	130	5.18%
5	https://cwmp.org/?utm_source=BVDA&utm_medium=HTML&utm_campaign=DailyLocal&utm_content=2026	515	20.52%
6	https://cwmp.org/?utm_source=BVDA&utm_medium=HTML&utm_content=2026	467	18.61%
		2,510	

Winter Salt Wise Workshop 9/25/2025



SMARTER SALTING CLEANER WATERS HEALTHY ECOSYSTEMS

Learn how to reduce salt use,
protect infrastructure, and
safeguard ecosystems—
without compromising safety.

September 25, 2025

7:30 am - 2:30 pm

Uwchlan Township Administration Building
715 N Ship Rd, Exton, PA 19341

Course Topics Include:

- The environmental and public health impacts of deicing materials
- Overview of ice melter types, including advantages and limitations
- Determining appropriate application rates and accurate material calculations
- Benefits of brine pre-treatment and proper application methods
- Best practices for equipment calibration to ensure efficient and effective salt use

CWMP Members: \$125

Non-Members: \$200

Lunch Included!



Offered in collaboration with
the Christina Watersheds
Municipal Partnership



<https://certified.cblpro.org/product/winter-salt-wise>

MS4 Public Education Resource Webinar 5/13/2025



MS4 Public Education Resources Webinar

Wednesday, May 13, 2026 1 – 2 pm via Zoom

For municipal staff responsible for stormwater education resources and reporting.



- Does your municipality struggle with updating your stormwater page?
- Are you looking for stormwater resources, flyers and social media posts?
- Do you need to update your annual MS4 Report with new Public Education and Outreach (MCM 1) and Public Involvement and Participate (MCM 2) practices?

This FREE one hour virtual workshop is intended for staff responsible for updating stormwater web pages and resources to meet PADEP MS4 requirements. The webinar will walk participants through the resources available on the www.cwmp.org website and how to easily post links on your website. Template flyers, articles and social media posts will also be shared that you can easily personalize and post or print with your municipal information. Each participant will receive a media guide for using all of these resources. Finally, the presentation will guide participants through simple updates and goals for public education and outreach that you can include in this year's 2023 Annual MS4 Annual report due September 30, 2026.

Please register in advance for this meeting (FREE to CWMP partner municipalities):

<https://forms.gle/LemfdYfkSinnYrse8>, Zoom link will be sent 3 – 5 days before the webinar

for more information contact Brian Winslow at bwinslow@brandywineredclay.org

MS4 Basics Webinar 5/20/2026



MS4 and Stormwater Basics Webinar

Wednesday, May 20, 2026 Noon to 1 pm via Zoom

For municipal staff responsible for stormwater, municipal managers and elected officials, to help them better understand the PA MS4 program.



Whether you are new to municipal stormwater requirements or just need a refresher, this webinar will provide stormwater management basics and an overview of the NPDES MS4 Program and permit, why it's important, and practical ways to implement the program in your municipality. It will also highlight some of the significant changes expected in the next MS4 permit term.

This presentation will include the following topics:

- 1) MS4 Made Simple: Stormwater Basics That Matter
- 2) From Rain to Drain: Understanding MS4 Stormwater
- 3) Rain, Runoff, and Responsibility: MS4

Presented by Beth Uhler, Pennsylvania Director for Center for Watershed Protection, <https://cwp.org/>

Please register in advance for this meeting (FREE to CWMP partner municipalities):

<https://forms.gle/jshcasBmwTatopxp9>, Zoom link will be sent 3 – 5 days before the webinar

for more information contact Brian Winslow at bwinslow@brandywineredclay.org

To learn more about the MS4 program visit: https://cwmp.org/sw_regs

Smarter Salting Presentation at CWMP Breakfast Meeting 2/27/26

Smarter Winter Maintenance:
How to be Salt Wise AND Maintain Safe Roads and Sidewalks



*For Elected Officials, Managers, Public Works Supervisors
and anyone responsible for budgeting, and oversight of winter maintenance.*

Friday, February 27, 2026
7:30 am – 9:00 am, breakfast served at 7:30 am
At Northbrook Market, 1805 Unionville-Wawaset Rd, West Chester, PA
Register at <https://forms.gle/ePLbAWtfdBHRv6JA>

Cost: Free to CWMP Cost Share Partner Municipalities,
Other municipalities welcome, fee is \$20 per person



Jason Swope works with the Chesapeake Bay Landscape Professional (CBLP) program where he engages with professionals across the stormwater, green infrastructure, and landscaping industry. Prior to joining the CBLP team, Jason worked as a landscape contractor for over 25 years. At CBLP he helped develop the **Winter Salt Wise** training course with Maryland Department of Environment.



www.cwmp.org
For more information contact:
bwinslow@brandywineredclay.org

Management and Stewardship of Municipal Open Space Presentation

At CWMP meeting 12/9/2025



Visit our website at [CWMP.org](https://www.cwmp.org) for M54 Resources.

CWMP Meeting December 9, 2025, at 10:00 am – 11:30 am

Management and Stewardship of Municipal Open Space

At E. Brandywine Fire Hall

2096 Bondsville Road

Downingtown, PA 19335

Please register at: <https://forms.gle/v8QByi27wgGNiTw7A>



AGENDA-

- 1. Welcome CWMP Updates-** Brian Winslow
 - 2. Management and Stewardship of Municipal Open Spaces**
 - **Kayla Kehres** | Forester, DCNR - *Overview of Forestry Management: dying ash trees, Beech Leaf Disease, what to do with dead trees, how to keep invasives out of new openings and management options.*
 - **E. Bradford Township- Rich Phiher and Ryan Staiber** - *Overview of townships open space management program and use of Open Space Funds for land management*
 - **Restore Our Roots- Calen Wylie-** *Overview of this grassroots, volunteer-led organization focus on restoring native habitat, planting riparian buffers, and beautifying Borough parks through hands-on stewardship, environmental education, and community engagement.*
 - **Sharing/Questions and Answers from the Audience**
 - 3. New Business, Questions, Announcements**
-

Environmental Advisory Council Corner: Mission-Focused in 2026

Each year, the Environmental Advisory Council (EAC) sets priorities to help protect and enhance East Fallowfield Township's natural resources. In 2026, our focus remains the same: advising the Township on environmental issues while helping residents find practical ways to support a healthier local environment.



DID YOU KNOW?

Water conservation starts at home. Simple steps like fixing leaks, using rain barrels, watering early in the morning, and choosing native plants can significantly reduce water use while keeping your yard healthy.

We'll continue working closely with the Board of Supervisors and Township staff on matters such as environmentally responsible building design, management of the East Fallowfield Township Community Park, and sustainable Township maintenance practices.

You'll also see the EAC out in the community—sharing seasonal tips on native gardening, wildlife habitat enhancement, and responsible land care. We're kicking off the year with a focus on **water conservation and watershed protection**, topics that affect every household.

Over the past three years, our region has experienced moderate to severe drought conditions. In 2025, rainfall across Pennsylvania was below average for more than half the year, leaving total annual precipitation about 10–15% lower than normal. These trends remind us that conserving water matters. Small changes at home—using water wisely, reducing runoff, and protecting nearby streams—can add up to a big impact.

Throughout the year, the EAC will share information, ideas, and resources through this quarterly newsletter, at community events, and on our Environmental Advisory Council Facebook group. We invite you to follow along, ask questions, and get involved. Everyone is welcome!

East Fallowfield Township Donates \$9,000 to Coatesville Area Public Library



Above: East Fallowfield Township Manager Scott Swichar and Township Treasurer Dave Hindman present the \$9,000 donation to a staff member of the Coatesville Area Public Library.

At its December meeting, the East Fallowfield Township Board of Supervisors approved a \$9,000 donation to the Coatesville Area Public Library. The library relies on the generosity of donors, neighboring municipalities, and volunteers to provide high-quality materials, programs, and services to residents.

In 2025, the library participated in several East Fallowfield events, bringing resources and programs directly to the community:

- East Fallowfield Elementary School Arts Night – May 7
- East Fallowfield Township Family Day – August 2
- East Fallowfield Fall Fest – October 11
- East Fallowfield Elementary School Fall into Reading – October 15

"The Coatesville Area Public Library is a wonderful community asset that offers a variety of benefits to our residents. We are happy to support this important resource," said East Fallowfield Township Manager Scott Swichar.

Appendix for MCM #2
Public Involvement & Participation

- **Public Involvement and Participation Plan – (CWMP rev. 2026)**
- **Board of Supervisors Meeting Minutes – Discussions about Stormwater Issues / Stormwater Related Topics**



2024/2025 CWMP MS4 Municipal Report for Cost-Share Partners

Prepared by Brian Winslow, Watershed Conservation Director, Brandywine Red Clay Alliance

CWMP is supported through the generous cost-sharing support from the following municipalities in 2024/2025:

- Avondale Borough
- Birmingham Township
- City of Coatesville
- Downingtown Borough
- East Bradford Township
- East Brandywine Township
- East Caln Township
- East Fallowfield Township
- East Marlborough Township
- East Whiteland Township
- Franklin Township
- Honey Brook Borough
- Honey Brook Township
- Kennett Square Borough
- Kennett Township
- London Britain Township
- London Grove Township
- Londonderry Township
- Modena Borough
- New Garden Township
- New London Township
- Parkesburg Borough
- Penn Township
- Pocopson Township
- Sadsbury Township
- South Coatesville Borough
- Thornbury Township
- Upper Uwchlan Township
- Uwchlan Township
- Valley Township
- Wallace Township
- West Bradford Township
- West Brandywine Township
- West Chester Borough
- West Goshen Township
- West Grove Borough
- West Pikeland Township
- West Whiteland Township
- Westtown Township

This report summarizes activities by CWMP and its Planning Team organizations to help municipalities meet their MS4 requirements, especially MCM's 1, 2 and 6. As a cost share participant, these municipalities help to financially support these activities, and many are active participants in the meetings, events and activities listed in this report.



The municipalities listed on page 1 of this report supported CWMP activities in 2024/2025 through a cost-share contribution. CWMP provides many resources for residents, elected officials, municipal staff and consultants outlined in this report. The following is a summary of CWMP, its Planning Team Organization and scope of work.

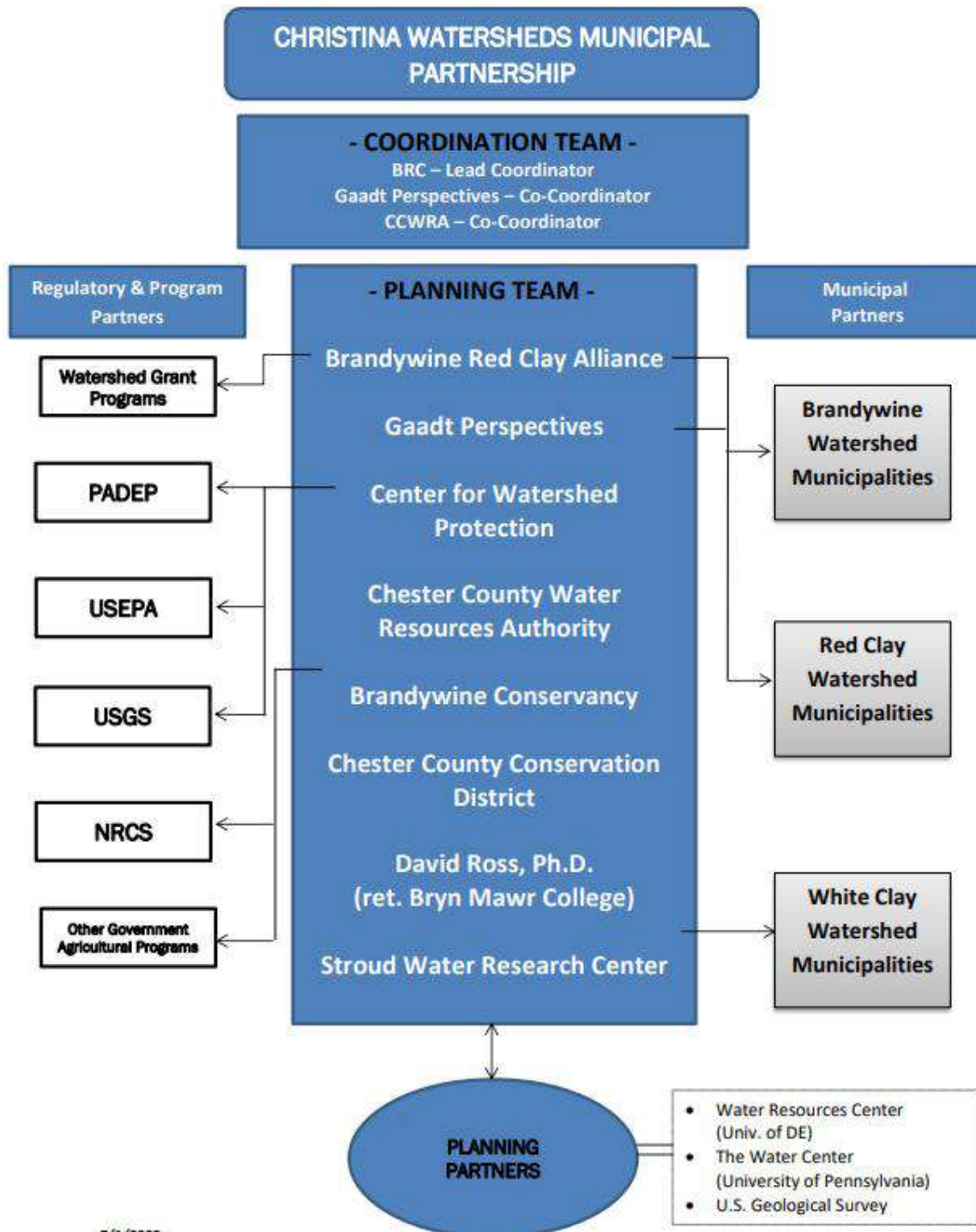
CWMP Organizations offered a Grand total of 189 stormwater related programs/events, serving 107,218 participants, including 3,688 participants attended events and activities and 685 volunteers recording 2,713 volunteer hours for MCM 1, 2 and 6 between July 1, 2024 and June 30, 2025. Details for each of these activities is described under each MCM area below.

The Christina Watersheds Municipal Partnership (CWMP) is a long-term partnership of Pennsylvania municipalities, county agencies, and watershed conservation organizations. The mission of CWMP is *to facilitate and support engagement and collaboration of Pennsylvania municipalities, landowners, and other stakeholders to restore and protect the water quality of streams in the Brandywine Creek, Red Clay Creek and White Clay Creek watersheds.*

CWMP has been helping municipalities in the Chester County Pennsylvania portion of the Christina Watershed meet their MS4 requirements since the inception of Pennsylvania's MS4 program. Municipal members of CWMP participate in CWMP meetings, workshops and receive communications, technical assistance and materials from CWMP to help them meet their MS4 requirements. CWMP also provides a number of print, electronic and other resources each year to cost-share municipalities to assist with stormwater public education, outreach, staff training and technical assistance. These resources include an annual stormwater education advertisement (print and digital) and a broad array of resources and event calendar available on our website at www.cwmp.org.

The www.CWMP.org website launched in January 2021 is an example of the benefits derived from the collaboration of CWMP's planning team. Municipal members pay an annual cost share to participate in CWMP activities. This fee helps to support the time and expenses devoted to this effort by planning team members. Funding received from annual municipal member fees covers only a fraction of CWMP's total annual operating costs, with grants and in-kind donations covering the remaining expenses. Each dollar contributed by municipalities through their annual cost share is leveraged by an equal or greater value of grant dollars and in-kind contributions from planning team members.

The CWMP Planning Team meets at least 8 times a year to coordinate CWMP activities and identify opportunities to assist municipalities to improve water quality from a watershed perspective. Our Planning Team members bring the support and expertise of their organizations to this effort. Planning team members include: Brandywine Red Clay Alliance, Brandywine Conservancy, Center for Watershed Protection, Chester County Conservation District, Chester County Water Resources Authority, David Ross Ph.D. (ret. Bryn Mawr College), Gaadt Perspectives, Stroud Water Research Center, White Clay Wild and Scenic Program, The Water Center at University of Pennsylvania and University of Delaware Water Resources Center.



7/1/2025

MCM #1- Public Education and Outreach on Stormwater Impacts

CWMP SUMMARY of MCM #1 Activities 2024/2025 Presented by CWMP Planning Team Organizations					
PLANNED ACTIVITIES				ACCOMPLISHMENTS	
	Activity	Target Audience	Planned Timeframe	Date Completed	# People Reached
1	<u>Maintain www.cwmp.org website with stormwater resources, calendar of events and technical assistance</u>	Home owners, farmers, developers, municipal staff and elected officials	July 1, 2024- June 30, 2025	June 30, 2025- website is updated regularly and maintained with current resources and calendar of education events	From Google Analytics: • 3,314 sessions, up from 2,357 sessions in FY 2024 (47% increase) • 34,081 Pageviews up from 11,177 in FY 2024 (209% increase) • 95 “referrals” directed to CWMP.org from municipal stormwater pages • Spike of over 1,500 “session” views in April to coincide with Earth Day digital stormwater ads
2	<u>World Water Day and Earth Day Ads:</u>	Chester County Residents	World Water Day, March, 2025, Earth Day, April 2025	<i>Published total of 8 dates in Daily Local March 22, 23 & April 21, 22, in Southern Chester County News March 27 & April 10, 17 and 24.</i>	Circulation for ads in Chester County: • 80,000 monthly readership of print edition • 332,000 monthly unique visitors on-line edition • 466,000 total monthly audience reached Actual Daily Local News digital Ad analytics: • 17,015 views and 2,433 clicks (2.43%) to www.cwmp.org/about/ <i>See copies of ads in Appendix of this report</i>

CWMP SUMMARY of MCM #1 Activities 2024/2025
Presented by CWMP Planning Team Organizations

PLANNED ACTIVITIES			ACCOMPLISHMENTS		
	Activity	Target Audience	Planned Timeframe	Date Completed	# People Reached
3	<u>Water Education Programs presented to youth through school and scout programs and Summer Camps</u>	Youth ages 4-18 in Chester County	July 1, 2024-June 30, 2025	Includes programs presented during this time	Summary of all programs: 23 School and scout programs presented to 919 children at Brandywine Red Clay Alliance 55 week long summer camp sessions presented to 617 youth (note summer of 2024 attendance) at Brandywine Red Clay Alliance and Chester County Conservation District
4	<u>Adult stormwater education events and programs</u>	Adults and family Chester County	July 1, 2024-June 30, 2025	Includes all programs presented during this time	Summary of all programs: 22 programs presented by CWMP Planning Team organizations to adults with a total of 511 participants

MCM 1 Details of activity provided by CWMP 2024/2025

- **CWMP website, www.cwmp.org, provides a large variety of on-line stormwater resources for homeowners, farmers, developers and municipal staff and elected officials.** Many CWMP cost-share municipalities listed on page 1 of this report post links to these shared resources provided via the website to educate residents about stormwater related issues. This website includes:
 - Calendar of stormwater education, outreach and engagement activities
 - Stormwater resources for homeowners, developers, farmers
 - Municipal Partner resources for municipal staff and elected officials
 - Stormwater training resources for municipal staff
 - MS4 information and resources for residents, staff and elected officials
 - List of stormwater grant sources
 - Links to related stormwater resources and trainings
 - MS4 Technical Assistance/Load & Reduction Calculations
 - Stormwater articles to be re-published by municipalities (be sure to re-publish articles in your municipality)
 - Communication and Outreach Toolbox with sample social media posts on stormwater topics for municipalities to cut and paste into their social media and more.

We encourage municipalities to post the CWMP calendar via a Google Calendar link on their website and provide links to www.cwmp.org in their newsletters, websites and social media to help meet their stormwater education requirements. For information and guides on how to make these links, contact bwinslow@brandywineredclay.org.

Website Visitation Data July 1, 2024- June 30, 2025

User data From Google Analytics:

- 3,314 sessions, up from 2,357 sessions in FY 2024 (47% increase)
- 34,081 Pageviews up from 11,177 in FY 2024 (209% increase)
- 95 “referrals” directed to CWMP.org from municipal stormwater pages
- Spike of over 1,500 “session” views in April to coincide with Earth Day digital stormwater ads
- The top visited page demonstrate that user were looking for specific stormwater resources:
 - CWMP.org home page
 - Stormwater and pollution management
 - CWMP calendar of events
 - Homeowner resources
 - Stormwater regulations
 - Building project resources
 - Partner (CWMP) resources
 - Farmer Resources
 - CWMP contacts
- **CWMP purchased a series of print and digital advertisements promoting stormwater education and driving readers to the CWMP.org website to see further educational materials. The following ads were run:**
Spring 2025 CWMP Stormwater Advertisement- Ad was focused on illicit discharge education and reporting and titled “Protect our Streams and Our Water Quality” ads ran around World Water Day (March 20) And Earth Day, April 22 (see copy of ads in appendix) *Published total of 8 dates in Daily Local March 22, 23 & April 21, 22, in Southern Chester County News March 27 & April 10, 17 and 24.*

Circulation for ads in Chester Couty:

- 80,000 monthly readership of print edition
- 332,000 monthly unique visitors on-line edition
- 466,000 total monthly audience reached

Actual Daily Local News digital Ad analytics:

- 17,015 views and 2,433 clicks (2.43%) to www.cwmp.org/about/
- 30% via desktop
- 70% via mobile device

CWMP Planning Team organizations offer a variety of water quality and stormwater education programs each year.

CWMP has asked all of these organizations to report their attendance at these activities for use in MS4 reports where appropriate. The following is a summary of the 2024/2025 stormwater and water quality activities hosted by CWMP partner organizations and their collaborators.

Highlights of the report for MCM 1 include:

- **CWMP Organizations offered 100 MCM 1 Public Education activities, serving 2,047 participants at program events. These included:**
 - 55 week long summer camp sessions with water education included offered by Brandywine Red Clay Alliance in Summer of 2024 with 511 children participating
 - 23 School and youth watershed related programs offered by Brandywine Red Clay Alliance to 919 children and youth.
 - 22 adult water education programs by all CWMP Planning Team members serving 511 participants

To see the full spreadsheet listing where events and activities were located and their target audiences by municipality, an excel spreadsheet of all the submitted data will be sent with the electronic copy of this report and is also available upon request. Most of our conservation partners serve the entire Chester county area or specific sub-watersheds and list these as their target audiences, however some activities are held in a specific municipality and may target smaller audiences. Municipalities may want to note activities held in their municipality or targeting their residents to include in your own municipal MS4 annual reports as PADEP likes to see specific programs held in each municipality in your reports. See the detailed spreadsheet for details.

MCM #2- Public Involvement Participation

CWMP SUMMARY OF MCM #2 ACTIVITIES 2024/2025 Presented by CWMP Planning Team Organizations Public Participation And Involvement Accomplishments					
PLANNED ACTIVITIES				ACCOMPLISHMENTS	
	Activity	Target Audience	Planned Timeframe	Date Completed	# People Reached/ results
1	<u>Outreach Events with stormwater education displays for the public</u>	Families and adults in Chester County	July 1, 2024- June 30, 2025	Includes outreach events throughout the year	Summary of all events: 4 events with 102,845 participants. This included Kennett Mushroom Festival tabling event with stormwater materials reaching over 100,000 visitors as well as White Clay Days and Unionville Community Fair
2	<u>Volunteer outreach activities including; litter clean-ups, tree planting and buffer maintenance activities</u>	Chester County Residents; homeowners, businesses, organizations	July 1, 2024- June 30, 2025	Includes all volunteer activities during this time	19 volunteer activities 685 participants 2,713 volunteer hours
3	<u>Distribution of free tree through Keystone 10 Million Tree Program by Chester County Conservation District and Brandywine Red Clay Alliance</u>	Chester County Residents; homeowners, businesses, organizations, municipalities, parks	Fall 2024 Spring 2025 (cancelled due to lack of trees available)	October, 2024	1,600 trees in fall 2024 distributed to over 125 landowners and organizations

MCM 2 – CWMP Details of Activities

- **CWMP Planning Team Organizations offered the following activities:**
 - 4 Outreach events reaching 102,845 participants
 - 19 Activities including clean-ups and tree plantings with 685 volunteers contributing 2,713 volunteer hours
 - These events included Clean-up Events: Brandywine Cleanup and Red Clay Valley Cleanup, hosted by Brandywine Red Clay Alliance and clean up events held with Chester County Conservation District.

Litter Clean up Events:



2025 Brandywine Clean up event in Modena, PA



2025 Red Clay Clean up in Kennett Township



Chester County Conservation District coordinated a Brandywine Canoe (2025) clean up with Northbrook Canoe

- Tree Planting events
 - BRC held tree planting events in Kennett, New Garden and East Marlborough and supported tree planting with landowners at sites in Wallace and Londonderry townships with 81 volunteers donating 242 hours.



- 125 homeowners received 1,600 free trees from the Keystone 10 Million Tree Partnership in fall 2024 coordinated by Chester County Conservation District and Brandywine Red Clay Alliance. 20 volunteers helped to count and distribute the trees when the shipment arrived from the nurseries.



MCM # 6 – Pollution Prevention/ Good Housekeeping

CWMP SUMMARY OF MCM #6 ACTIVITIES 2024/2025 Professional Training for Municipal Staff and Official Accomplishments					
PLANNED ACTIVITIES			ACCOMPLISHMENTS		
	Activity	Target Audience	Planned Timeframe	Date Completed	# People Reached/ results
1	<u>Green Infrastructure and Sustainable Landscaping</u>	Private Landscapers and Municipal Public Works staff in Chester County	Spring 2025	3/11/2025	2- hour workshop 68 participants
2	<u>CWMP Meeting- MS4 update, Illicit Discharge Inspection and Reporting and Flood Study Update</u>	Municipal Public Works staff, engineers	Fall 2024	11/15/2024	2 hour meeting, 38 participants
3	<u>CWMP Meeting; Elected officials breakfast meeting: Update on Draft MS4 program changes , stormwater fees and stormwater infrastructure funding</u>	2 hour meeting Municipal staff, engineers and supervisors	Winter 2025	3/7/2025	2 hour meeting, 55 participants
4	<u>MS4 Training and Updates, presented by Delchester Public Works and Center for Watershed Protection</u>	Municipal Public Works Staff	Spring 2025	6/17/2025	3 hour meeting 77 participants from Chester County municipalities

5	<u>CWMP e-Newsletters and emails sent to CWMP municipal partners: to keep them informed of upcoming events, grant funding, updates to CWMP website and DEP updates to share</u>	Municipal staff, engineers and supervisors	July 1, 2024-June 30, 2025	4 Newsletters and 8 email updates sent during this time	Each mailing sent to 125 contacts on CWMP mailing list, total 1,500 unique contacts sharing CWMP stormwater information.
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MCM #6 Staff training included in MCM 6 requirements and CWMP offers a variety of opportunities for municipal staff training at meetings, workshops, newsletters and on-line resources and links:

Four webinars/ workshops/meetings were held for municipal staff training including public works staff, managers and municipal engineers and private contractors working in municipalities. Workshops are meant to be more in-depth training, one workshop included a certificate of completion from Chesapeake Bay Landscape Professionals. These workshops include professional presenters that included staff from Chesapeake Bay Landscape Professionals, Center for Watershed Protection, Brandywine Conservancy, Chester County Water Resources Authority and others. While there is a fee to participants for some events, over 50% of the costs were covered by CWMP cost-share funding provided by municipalities each year.

CWMP meetings are intended for municipal staff, engineers and elected officials responsible and/or interested in stormwater and meeting MS4 requirements. These meetings can be used to satisfy the requirements of MCM # 6. Regular email newsletters and email updates keep CWMP participants up to date on upcoming events, grant deadlines, resources and website updates. The topics listed above were covered at CWMP meetings during this time period.

CWMP sent out 4 e-newsletters and 8 email updates to all CWMP municipal participants that includes municipal managers, public work managers and engineers with 125 individuals on the email list, totalling 1,500 unique contacts to share stormwater information, training, grants and resources with municipalities throughout the year.

Other sources of staff training are also available and all are listed on the CWMP website at <https://cwmp.org/stormwater-training/>. At the CWMP website (cwmp.org) the organization maintains a CWMP calendar listing educational and volunteer events available to municipal staff, residents and conservation consultants. CWMP adds events to the workshop regularly, including many free workshops offered by our partners and the Penn State Extension, EPA and other sources. Many municipalities post the link the calendar on their stormwater web pages to help share stormwater related events with their residents. The calendar can be seen at <https://cwmp.org/cwmp-calendar/>. Any municipality that wants information on how to link the Google Calendar to their website should contact Brandywine Red Clay Alliance.

APPENDIX

ATTENDANCE DATA SAMPLE DOCUMENTS, PHOTOS, ETC

Summary of MS4 Education and Outreach Events

(see separate spreadsheet attachment for detail by event)

2024/2025 MS4 Report SUMMARY	# programs/events	Outreach Events/ participants	# participants	# volunteers	volunteer hours
TOTALS BY CATEGORY					
Total adult water education programs	22		511		
School/youth based water ed. Programs	23		919		
week long summer camp with water education	55		617		
TOTAL MCM 1 EVENTS	100	-	2,047	-	-
Volunteer activity	19			685	2,713
Public engagement meetings and volunteer events	53		1,350		
Outreach tabling events with stormwater education	4	102,845			
TOTAL MCM 2 EVENTS	76	102,845	1,350	685	2,713
MCM 6 Total training for muni staff	11	-	291	-	-

TOTALS BY MCM					
	# programs/events	Outreach Events/ participants	# participants	# volunteers	volunteer hours
MCM1 Total Activities	102	-	2,047	-	-
MCM 2 Total Activities	76	102,845	1,350	685	2,713
MCM 6 Total Activities	11	-	291	-	-
Grand TOTALS	189	102,845	3,688	685	2,713

Celebrate Water Day, March 22, 2025 Protect Our Streams and Our Water Quality



Learn how at www.cwmp.org:

Clean streams are everyone's responsibility, and preventable or illicit discharges can be stopped when we work together. Illicit discharges include soapy water from car washing, waste from septic tanks or industries, or excess chemicals dumped into storm drains. Strange colors, smells, scum, or dead wildlife in water could signal a problem.

What You Can Do:

- Properly dispose of chemicals. <https://www.chestercountyswa.org/> for a list of dates for household waste collection events.
- Handle pet waste correctly to prevent harmful bacteria and excess nutrients from entering our waterways.
- Report illicit discharges to your local municipality or PADEP Incident Report at 866-255-5158 or on-line at <https://greenport.pa.gov/obPublic/EnvironmentalComplaintForm/>

Sponsored and Paid for by:

The following municipalities participated in the 2024/25 CWMP Cost Share

- | | | |
|-----------------------------|-----------------------------|----------------------------|
| • Avondale Borough | • Kennett Square Borough | • Upper Uwchlan Township |
| • Birmingham Township | • Kennett Township | • Uwchlan Township |
| • City of Coatesville | • London Britain Township | • Valley Township |
| • Downingtown Borough | • London Grove Township | • Wallace Township |
| • East Bradford Township | • Londonderry Township | • West Bradford Township |
| • East Brandywine Township | • Modena Borough | • West Brandywine Township |
| • East Caln Township | • New Garden Township | • West Caln |
| • East Fallowfield Township | • New London Township | • West Chester Borough |
| • East Marlborough Township | • Parkesburg Borough | • West Goshen Township |
| • East Whiteland Township | • Penn Township | • West Grove Borough |
| • Franklin Township | • Pocopson Township | • West Pikeland Township |
| • Honey Brook Borough | • Sadsbury Township | • West Whiteland Township |
| • Honey Brook Township | • South Coatesville Borough | • Westtown Township |
| | • Thornbury Township | |



cwmp
CHRISTINA WATERSHEDS
MUNICIPAL PARTNERSHIP

www.cwmp.org

CWMP is a partnership of municipalities, county agencies, and watershed conservation organizations to restore and protect the water quality of streams in the Brandywine Creek, Red Clay Creek and White Clay Creek watersheds. For a list of all partners visit: www.cwmp.org/about/

Celebrate Earth Day, April 22, 2025 Protect Our Streams and Our Water Quality



Learn how at www.cwmp.org:

Clean streams are everyone's responsibility, and preventable or illicit discharges can be stopped when we work together. Illicit discharges include soapy water from car washing, waste from septic tanks or industries, or excess chemicals dumped into storm drains. Strange colors, smells, scum, or dead wildlife in water could signal a problem.

What You Can Do:

- Properly dispose of chemicals. <https://www.chestercountyswa.org/> for a list of dates for household waste collection events.
- Handle pet waste correctly to prevent harmful bacteria and excess nutrients from entering our waterways.
- Report illicit discharges to your local municipality or PADEP Incident Report at 866-255-5158 or on-line at <https://greenport.pa.gov/obPublic/EnvironmentalComplaintForm/>

Sponsored and Paid for by:

The following municipalities participated in the 2024/25 CWMP Cost Share

- | | | |
|-----------------------------|-----------------------------|----------------------------|
| • Avondale Borough | • Kennett Square Borough | • Upper Uwchlan Township |
| • Birmingham Township | • Kennett Township | • Uwchlan Township |
| • City of Coatesville | • London Britain Township | • Valley Township |
| • Downingtown Borough | • London Grove Township | • Wallace Township |
| • East Bradford Township | • Londonderry Township | • West Bradford Township |
| • East Brandywine Township | • Modena Borough | • West Brandywine Township |
| • East Caln Township | • New Garden Township | • West Caln |
| • East Fallowfield Township | • New London Township | • West Chester Borough |
| • East Marlborough Township | • Parkesburg Borough | • West Goshen Township |
| • East Whiteland Township | • Penn Township | • West Grove Borough |
| • Franklin Township | • Pocopson Township | • West Pikeland Township |
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| • Honey Brook Township | • South Coatesville Borough | • Westtown Township |
| | • Thornbury Township | |



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CAMPAIGN REPORT

1st Campaign Summary

Name: PA Gradywine Valley Association Email April 2025

From/Brand:	Daily Local News		
Headline:	Ways to protect water resources 🌊		
Broadcast Date:	04/18/2025		
Audience:	100,000	ID:	3312191
Views:	17,013	Clicks:	2,433
View %:	17.02%	Click %:	2.43%

CAMPAIGN STATS

Views: 17.02% Total Views: 17,013

Clicks: 2.43% Total Clicks: 2,433

CTWR: 14.30%

2nd Campaign Creative



Clicks by Device

Desktop	29.80%	725
Mobile	70.20%	1,708

CLICKS BY WEB BROWSER

Chrome	1,302
Edge	93
Firefox	54
Safari	734
Other	261

LINK SUMMARY

Index	Link URL	Clicks	%
1	https://www.dailylocalnews.com/news/ways-to-protect-water-resources-gradywine-valley-association/	1,345	55.30%
2	https://www.dailylocalnews.com/news/ways-to-protect-water-resources-gradywine-valley-association/	55	2.26%
3	https://www.dailylocalnews.com/news/ways-to-protect-water-resources-gradywine-valley-association/	54	2.22%
4	https://www.dailylocalnews.com/news/ways-to-protect-water-resources-gradywine-valley-association/	55	2.26%
5	https://www.dailylocalnews.com/news/ways-to-protect-water-resources-gradywine-valley-association/	54	2.22%
6	https://www.dailylocalnews.com/news/ways-to-protect-water-resources-gradywine-valley-association/	55	2.26%
	Total	2,433	



Green Infrastructure and Sustainable Landscaping in our Watershed

March 11th
10:00 am - 12:00 pm
online | \$0

Snow Date: March 14

*yes there is a snow date for an online workshop

Join us for an engaging webinar where we'll dive into important environmental topics, including:

- Why Watersheds Matter: Understanding their role in ecosystem health and water quality.
- Introduction to the maintenance of native plants and green infrastructure.
- Why Stormwater BMPs Fail: Common pitfalls and how to improve effectiveness.
- Environmental Impacts of Ice Melting Salts: Exploring alternatives and solutions.

Register at: <https://certified.cblpro.org/product/green-infrastructure-and-sustainable-landscaping-in-our-watershed/>



Don't miss this opportunity to enhance your knowledge and make a positive impact on our environment!



This webinar is sponsored by the Christina Watershed Municipal Partners and is available at no charge to participants, with priority given to municipalities and landscape contractors in Chester County, PA; Delaware County, PA; and New Castle County, DE.

DelChester Public Works Association
presents

MS4 Training & Updates

June 17, 2025
Wagon Seller Park
140 Park Lane, Glenmoore, PA 19343

SPECIAL THANKS TO OUR SPONSORS:



Coventry Environmental,
Inc.
coventry.com



Center for Watershed
Protection
cwp.org

AGENDA:

- 8:30 Sign In
- 9:00 Welcome
- 9:05 Overview of NPDES MS4 Permit Program
- 9:35 Illicit Discharge Detection and Elimination
- 10:35 Break
- 10:50 Good Housekeeping/Pollution Prevention
- 11:20 Coventry Environmental Presentation
- 11:50 Break
- 12:00pm Lunch by Triple Fresh

RSVP by June 12 [here](#) or scan the QR code.
Questions can be sent to admin@delchesterpublicworks.org



June 17, 2025 | MS4 and Environmental training

151

DelChester presents MS4 Training & Updates!

Thank you to our sponsors - Coventry Environmental, Inc. (coventry.com) and Center for Watershed Protection (cwp.org)

Agenda

8:30 Sign In

9:00 Welcome

9:05 Overview of NPDES MS4 Permit Program

9:35 Illicit Discharge Detection and Elimination

10:35 Break

10:50 Good Housekeeping/Pollution Prevention

11:20 Coventry Environmental Presentation

11:50 Break

12:00 Lunch by Triple Fresh

RSVP by June 12 - [register here](#)

Event registration closed.

Date And Time

06-17-25 @ 08:30 AM to
06-17-25 @ 12:00 PM

Registration End Date

06-12-25

Location

Wagon Seller Park, 140 Park
Lane, Glenmoore, PA

Share With Friends



CONCERNED ABOUT PLANNING

for future MS4 stormwater requirements and how to pay for them?



**Meeting For Elected Officials,
Municipal Staff and Volunteers**
Friday, March 7, 2025



1760 Unionville-Wawaset Rd
West Chester, PA 19382
www.cwmp.org

Friday, March 7

7:30 am - 9:00 am, breakfast served at 7:30 am

At Northbrook Market, 1805 Unionville-Wawaset Rd, West Chester, PA



REGISTER AT: <https://tinyurl.com/4p84s3jp>

COST: Free to CWMP Cost Share Partner Municipalities

TOPICS INCLUDE:

- The New Draft MS4 Permit: What You Need to Know- overview of the changes and the potential impacts this will have on municipal stormwater programs
- Municipal Stormwater Fees Programs- tips on how you and your community can maintain a successful fee-based program under the current state of the law.
- Chester County Water Infrastructure Funding Feasibility Study- about an upcoming initiative to explore potential county-scale funding mechanisms for local water, wastewater, and stormwater infrastructure

For more information contact: bwinslow@brandywineredclay.org

PRESENTERS:

- HRC, Herbert, Rowland & Grubic Water Resources Team
- E. Lee Stinnett II of Salzmann Hughes, PC
- Kate Hutelmyer, Chester County Water Resources Authority

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
August 26, 2025 **Approved Minutes**
6:30 p.m.

Members Present

Clare Small-McEvoy, Chairwoman
Mike Domboski, Vice Chairman
Wilson Lambert, Member
Katja DiRado, Member
Al Wright, Member

Township Staff Present

Scott Swichar, Township Manager
Dave Hindman, Township Treasurer
Chad Osborn, Police Chief
Township Solicitor
Mike Crotty

1. CALL TO ORDER, SILENT MEDITATION, PLEDGE OF ALLEGIANCE

Chairwoman McEvoy called the meeting to order at 6:30 PM.

2. DISCUSSION

- A. Chairwoman McEvoy reviewed Resolution 2025-15 establishing rules for public participation at Board of Supervisor meetings. She stated that the board presented the resolution in July. The Board of Supervisors meeting is not a town hall meeting or a Q&A session. It is a meeting for the Board of Supervisors to do business on very specific topics on the agenda. The rules are in accordance with the Sunshine Act and every township has rules for participation. The board felt it was important to bring structure and order to the meeting and ensure that everyone has a voice. The three minute limit is so that everyone has an opportunity to be heard and ensure that one resident does not dominate the conversation. The first comment period is for agenda items, and the second comment period is at the end of the meeting. Chairwoman McEvoy asked that everyone come up to the podium and provide their name and address. She stated that if you are not comfortable providing your address, then you can come after the meeting and provide it to the township manager. She stated that the address should be provided so that we can follow up with residents in a timely manner.

B. APPROVAL OF MINUTES

JULY 22, 2025 BOARD OF SUPERVISORS MEETING MINUTES

MOTION: Chairwoman McEvoy made a motion to approve the July 22, 2025 Board of Supervisors meeting minutes as presented. Supervisor DiRado seconded.

VOTE: 5-0.

C. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

- 1) February Westwood Fire Company Fire Chief's Report submitted for Board and resident review.
- 2) February Westwood Fire Company EMS Report submitted for Board and resident review.
- 3) February Modena Fire Company Fire Chief's Report submitted for Board and resident review.
- 4) February Modena Fire Company Fire Chief's Report – East Fallowfield Calls Only submitted for Board and resident review.
- 5) February Modena Fire Company EMS Report submitted for Board and resident review.
- 6) A Resolution Adopting the Emergency Operations Plan for East Fallowfield Township

MOTION: Chairwoman McEvoy made a motion to approve Resolution No. 2025-16 adopting the East Fallowfield Township Emergency Operations Plan. Supervisor DiRado seconded.

Emergency Management Coordinator, Tony Sirna stated that FEMA requires the plan for reimbursement for a disaster.

Supervisor Wright questioned how long the plan is good for.

Mr. Sirna stated that the county will inform the township when they need to provide an update and will inform the township if they are out of compliance.

Supervisor DiRado questioned how FEMA cuts will affect the township.

Mr. Sirna stated that he is not sure.

VOTE: 5-0.

D. SUMMARY BY APPLICABLE BOARD LIAISON

Township Office – Supervisor Wright
Police Department – Supervisor DiRado
Public Works Department –Chairwoman McEvoy
Emergency Services and Fire Marshal –Vice Chairman Domboski
Planning Commission – Supervisor Domboski
Historical Commission – Supervisor Lambert
Park and Recreation –Supervisor Wright
Environmental Advisory Committee (EAC)– Supervisor DiRado

Supervisor Wright asked to step down from the Park and Recreation Board. He stated that Chairwoman McEvoy is already on the Park and Recreation Board so his participation is redundant. Chairwoman McEvoy requested that she be added as the liaison to the Park and Recreation Board.

B. TREASURER'S REPORT

1) July 31, 2025 Treasurer's Report

MOTION: Supervisor Wright made a motion to approve the July 31, 2025 Treasurer's Report as presented. Supervisor DiRado seconded.

VOTE: 5-0.

2) Payment Authorizations.

MOTION: Chairwoman McEvoy made a motion to approve the Payment Authorizations for the period of July 23 through August 26, 2025 in the total amount of \$697,155.32 as presented. Supervisor Wright seconded.

Treasurer Hindman stated that \$341,516.25 was for road paving which included a change order, and that Fire/EMS quarterly subsidies were included in the payment authorizations.

VOTE: 5-0.

C. TOWNSHIP MANAGER'S REPORT

1) Approval of the 2025-2026 Chester County Consortium bid for Sodium Chloride.

Township Manager Swichar stated that the township is part of a consortium with 25 municipalities for the purchase of sodium chloride. This is a cost savings for the township. There were four bidders and Chemical Equipment Labs was the low bidder. He stated that the price went up a small amount from last year's price which was \$70.20/ton.

MOTION: Chairwoman McEvoy made a motion to approve the 2025-2026 Chester County Consortium Bid to Chemical Equipment Labs for Sodium Chloride for \$71.17 a ton. (Note: 2024-2025 price was \$70.20 a ton). Supervisor DiRado seconded.

Supervisor Wright questioned if the township committed to a certain quantity.

Township Manager Swichar stated that the township provides an estimate.

Township resident, Phillip Roomet questioned if the price comes down if the township commits to a large tonnage.

Mr. Swichar stated that the bid was put out through West Bradford Township and the quantity reflects the cost savings of going out to bid with 25 other municipalities.

VOTE: 5-0.

2) Approval of a Bulk Trash Drop-Off Event on Saturday, October 18, 2025

Township Manager Swichar stated that the township has a proposed date of October 18, 2025 for the cleanup event. This is a free event for township residents to dispose of household bulk items like household furniture. The township will not take construction debris. Currently the township takes 2 items a month during bulk collection. However, this event would supplement that collection.

MOTION: Supervisor Wright made a motion to approve a bulk trash drop-off event on Saturday, October 18 from 9:00am-3:00pm. Supervisor DiRado seconded.

Supervisor DiRado questioned if the event is just for township residents.

Township Manager Swichar stated yes.

Supervisor Wright questioned if the township will take washer, dryer and refrigerators.

Township Manager Swichar stated the township will take appliances as long as the freon is removed and that the appliance include a sticker certifying the freon was removed. Televisions and electronics will be accepted.

Mike Petro, Township resident, questioned if the event is drop off or pick up.

Township Manager Swichar stated that the event is drop off at the municipal complex, 2264 Strasburg Road.

VOTE: 5-0.

3) Agreement with T.P.D for Utility Relocation work to Repair Drainage Pipe on Saw Mill Road

Township Manager Swichar stated that the township has received easements from the affected property owners. The project is getting close to the finish line, however TPD has a supplemental proposal for \$9,000 for additional utility relocation work. This would be to prepare for the utility easements to be submitted to DEP. TPD advises that the project will go out to bid in the fall and construction will happen in the spring.

MOTION: Supervisor Wright made a motion to approve a supplemental agreement with Traffic, Planning, and Design, Inc. at an amount not to exceed \$9,000 to complete utility relocation work related to a damaged drainage pipe on Saw Mill Road. Supervisor DiRado seconded.

Supervisor Wright stated there is only one road that leads into the nearby neighborhood.

Township Manager Swichar stated the township received \$250,000 in grants that should pay for a substantial amount of construction costs.

VOTE: 5-0.

4) Meeting Schedule for 2026 Budget (Informational)

Township Manager Swichar provided the following dates for the 2026 public meetings:

First Budget Workshop: October 14, 2025

First Presentation of Budget: October 28, 2025

Second Presentation of Budget/Authorize Advertisement of Budget: November 18

Budget Adoption (Proposed): December 9

Budget Adoption (If not adopted on December 9): December 16

5) Updates on Newlinville Traffic Calming Project, Municipal Building project, Mortonville Bridge (Informational)

Township Manager Swichar stated that the preconstruction meeting for the Newlinville Traffic Calming Project is this week and that construction is scheduled to begin in September. The township will notify residents of Newlinville about construction. There was a board discussion about the project.

Manager Swichar stated that the township received a \$550,000 grant for engineering and architecture toward the municipal building project. The Township is working with HUD to get the grant agreement in place. Once that is in place, the township can move forward with approving an architect. There are currently two vacancies on the municipal building committee. The Township advertised the vacancies on the township website. The Township has also placed a tab on the township website, called “project updates. The township has already provided project updates on the webpage and will update the page as we move forward.

Mr. Swichar stated that the township recently wrapped up its environmental testing for the Mortonville Bridge and also completed its survey work, wetlands delineation and PNDI clearance work. The Township is coordinating with the Chester County Conservation District about a possible stream relocation or reconstruction so that another collapse of the bridge does not happen in the future. The project is more complicated because of the stream which caused the initial collapse. Regarding funding, the township has secured \$250,000 in grants for the project and is waiting to hear about an additional grant for the project.

Supervisor Wright discussed the stream restoration.

Township Manager Swichar stated that the stream restoration could impact the length of the bridge. The township needs to address whether it can relocate the stream before completing final engineering design.

6) New Business: Supervisor DiRado stated that she wants to see a line item in the budget for the municipal building.

D. LEGAL

1) A Resolution Establishing a 6-Month Moratorium on Ordinance 2024-01

Solicitor Crotty stated that the Single-Use Plastic ordinance was adopted last October and went into effect at the end of April. A discussion from the board was what to do with the ordinance given the change in board composition. The discussion point was the consideration of additional time for review, study and public outreach. A draft resolution is in the board packet.

MOTION: Chairwoman McEvoy made a motion approving Resolution No. 2025-17 establishing a 6-month moratorium on the implementation and enforcement of the Single Use Plastics Ban Ordinance 2024-01 and directing the township manager to conduct a survey on the implementation of the ordinance. Supervisor DiRado seconded

John Nielsen, township resident, stated that he dropped off information from the Penn State Extension. He discussed the Pennsylvania Constitution.

Mike Petro, township resident, discussed the single use plastic ban and impact on his business.

Shane Cloyd, township resident, discussed the single use plastic ban.

Phillip Roomet, township resident discussed the single use plastic ban.

There was a board discussion on the topic.

VOTE: 5-0.

- 2) **New Business: Solicitor Crotty provided an update on the Maughan enforcement matter at 55 Glenlee. He stated that there is a contempt order against Mr. Maughan for stormwater violations and there is an order in court for Mr. Maughan to secure an engineer to rectify stormwater issues. He also stated that the township engineer completed a report last fall related to open items in the Fieldstone development. Last December, an associate in his firm sent a demand letter to the surety. Another attorney in his office sent an additional demand letter to Traveler's via trackable mail and reached out to Traveler's via phone call. The HOA has a new attorney, and the township is eager to work with him.**

Supervisor Wright questioned if there is another path for the township to take.

Solicitor Crotty stated an alternative course of action would be to go after the developer, which would be a longer course of action that might not bear fruit. The initial developer was bankrupt. The NPDES permit is also open.

Elliot Berton, Attorney for the HOA, stated that issues have been pending for a long time. He requested that the township aggressively pursue Traveler's.

E. PARK AND RECREATION BOARD

- 1) No report submitted

- 2) Request from Wild Rec LLC Requesting Reduced Fee for Field Permit

Township Manager Swichar stated that Wild Rec is a for-profit company requesting use of the township fields for home schooled kids to play soccer. They requested a reduced fee. He does not have any issues with the use of the field; however, it would be the board's discretion to lower the fee. The fee schedule reflects \$100/day for non-residents and \$50/day for residents. The security fee is \$250/day. The club is requesting \$25/day. They already added the township to their insurance policy.

Supervisor Wright questioned the normal fee for use of the field.

Manager Swichar recommended \$25 or \$50/day usage fee and \$250 total for security deposit. There are 20 participants.

MOTION: _Supervisor Wright made a motion approving the request from Wild Rec LLC to pay a reduced fee of \$25/day for a field permit and \$250 single security at the township park for youth soccer activities held on Fridays from September 12- October 17. Chairwoman McEvoy seconded.

Supervisor DiRado questioned if there is someone onsite to perform first aid if necessary.

VOTE: 5-0.

3) Request from Chester County Master Gardeners to use Park Pavilion for Picnic

MOTION: Chairwoman McEvoy made a motion approving the request from Chester County Master Gardeners to use the park pavilion on September 14 from 3:00pm-6:00pm for up to 75 people for a picnic. Supervisor Wright seconded.

Township Manager Swichar stated that because there are more than 75 people in attendance, the board must approve the use.

VOTE: 5-0.

1 PLANNING COMMISSION

1) No Report Submitted

2 POLICE DEPARTMENT

1) July Police Report submitted for Board and resident review.

2) Approving Updated Policies for the Police Department

MOTION: Chairwoman McEvoy made a motion to approve the following updated policy for the Police Department: Authorized Weapons and Ammunition. Supervisor DiRado seconded.

VOTE: 5-0.

3) Purchase of Ballistic Shields

MOTION: Chairwoman McEvoy made a motion approving the purchase of two ballistic shields in the amount of \$4,385.92 from Whitmer Public Safety Group from the Township's Capital Fund. Supervisor Wright seconded.

Chief Osborn stated the ballistic shields will replace the current shield from 2009 that is past its life span. The current shield should be retired and replaced with a new one. Two shields are needed as there are two officers on duty at one time. Each on-duty vehicle would contain a shield.

VOTE: 5-0.

4) Proposal from JPG Contracting Inc. for Repairs to Police Department Floor

MOTION: Chairwoman McEvoy made a motion authorizing the Township Manager to sign a proposal from JPG Contracting to repair/install a section of flooring in the police department in the amount of \$3,600.00 from the Township's Capital Fund. Supervisor DiRado seconded.

Township Manager Swichar stated that this will be for safety repairs to an uneven floor.

VOTE: 5-0.

3 PUBLIC WORKS

- 1) July Road Department Report submitted for Board and resident review.

4 ENVIRONMENTAL ADVISORY COUNCIL

- 1) No Report Submitted

5 HISTORICAL COMMISSION

- 1) No Report Submitted

6 OLD BUSINESS: None

- 7 NEW BUSINESS: Supervisor Lambert stated that there was period of healing event recently for Zachariah Walker. He stated that the Rice family was contacted but was not able to attend. There was a parade on Route 82 and luncheon in Parkesburg.

8 PUBLIC PARTICIPATION:

Terry Dickinson, township resident, stated she resigned from the Park and Recreation Board.

Phillip Roomet, township resident, commented on the township building project.

Nina Petro, township resident, invited the Board to the September 11 Memorial Service at East Fallowfield Elementary School.

Shane Cloyd, township resident, commented on a traffic study, digital timer, possible sale of East Fallowfield Elementary School, and fatality in Newlinville. He questioned if the township is exempt from installing 4'x8' banners.

Township Manager Swichar stated that a pre-traffic study was already completed by the township engineer.

Solicitor Crotty stated that the township is allowed up to a 25 square foot sign and removed a sign that exceeded the requirement. The sign will be reduced to 24 square feet, He suggested reaching out to the zoning officer with specific questions about the sign requirements.

Fred Weiss, 109 Danbury, discussed the township's pond.

Connie McLaughlin, Park Avenue, discussed the new township building, sound projection in the meeting room, and historical commission. She discussed properties on Loop Road and Strasburg Road.

Supervisor Wright discussed openings on various committees.

Deborah Stoff, Mink Hollow, questioned if the full agenda packet could be made available by Friday evening and discussed the municipal building project.

9 ADJOURNMENT

MOTION: Chairwoman McEvoy made a motion to adjourn the August 26, 2025, of Supervisors Meeting at 8:02 pm. Supervisor Wright seconded.

VOTE: 5-0.

Respectfully Submitted,



Scott Swichar,
Township Manager/Secretary

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
October 14, 2025 **Approved Minutes**
6:30 p.m.

Members Present

Clare Small-McEvoy, Chairwoman
Mike Domboski, Vice Chairman
Wilson Lambert, Member
Katja DiRado, Member
Al Wright, Member

Township Staff Present

Scott Swichar, Township Manager
Dave Hindman, Township Treasurer
Chad Osborn, Police Chief

1. CALL TO ORDER, SILENT MEDITATION, PLEDGE OF ALLEGIANCE

Chairwoman McEvoy called the meeting to order at 6:30 PM.

2. DISCUSSION

B. APPROVAL OF MINUTES

SEPTEMBER 23, 2025 BOARD OF SUPERVISORS MEETING MINUTES

MOTION: Supervisor DiRado made a motion to approve the September 23, 2025 Board of Supervisors meeting minutes as presented. Supervisor Wright seconded.

Chairwoman McEvoy stated there was one correction on page 5 of the minutes under summary by applicable board liaison. She stated that Supervisor Wright was incorrectly listed as the board liaison for Park and Recreation. It should be Supervisor McEvoy.

Shane Cloyd, Township resident, commented on the minutes.

VOTE: 5-0.

A. TREASURER'S REPORT

1) Payment Authorizations

MOTION: Chairwoman McEvoy made a motion to approve the Payment Authorizations for the period of September 24, 2025 through October 14, 2025 in the total amount of \$262,478.55 as presented. Supervisor DiRado seconded.

VOTE: 5-0.

B. TOWNSHIP MANAGER'S REPORT

1) Authorize advertisement of bids for Saw Mill Road Culvert Replacement Project.

Township Manager Swichar stated that T.P.D has prepared bid specifications for the project. The project would replace an old metal culvert that is rusted out and failing. The new culvert would be made of concrete. The Township has been talking about the project for a couple of years. The Township has completed all of the required environmental assessments and obtained easements from affected property owners. The Township is ready to move forward and put this out to bid. The construction is projected to cost about \$200,000 and there is some additional paving/milling work proposed on Saw Mill Road that could add about \$150,000 to the project. The township was awarded a \$250,000 grant that should cover a large portion of the project.

MOTION: Supervisor Wright moved that the Township authorize the advertisement to request bids for the Saw Mill Road Culvert Replacement Project. Vice Chairman Domboski seconded.

Supervisor Wright questioned if the contractor will maintain traffic during construction and whether there are any bid alternates.

Manager Swichar stated that the plan is not to completely close the road during the construction. Mr. Swichar stated the bids are for the culvert as well as the additional road paving on Saw Mill Road which is the alternate.

Deborah Stoff, Township resident, questioned if the grant is specific to this project or could be used elsewhere.

Manager Swichar stated that the grant is specific to this project.

Supervisor Wright questioned if Liquid Fuels monies could be used for the project.

Township Manager Swichar stated that using funding from Liquid Fuels could complicate this project.

VOTE: 5-0.

2) Traffic Engineer, Mike Schneider (Pennoni) to Provide Update on Traffic Calming Project in Newlinville (Informational)

Mr. Schneider stated that the project was born out of the Newlinville Master Plan which called for pedestrian accommodations. The plan also called for traffic calming, gateway medians and signage and striping. The engineer prepared plans which were approved by PennDOT. The township is running up against the paving window since it is getting colder. During the preconstruction meeting, PennDOT noted drainage issues that need to get fixed by then. There is a chance that the township's construction gets pushed to the spring. The Township will figure that out in the next week or so. The contractor is okay doing the work in the spring. The grant expiration is June 30, 2026. The Township does not want a half done project and then have to do the paving in the end.

Township Manager Swichar stated that pedestrian safety is a big priority in the Newlinville Master Plan.

Mr. Schneider stated that planning study reflects gateway medians showing you are coming into a new area. When you are traveling north on Route 82 there are winding roads and hills. The medians show you are coming into a different type of area. It is a visual cue there are pedestrians present. Pavement marking and edge line rumble strips will be used to reduce strips. Approaching medians there will be transverse rumble strips. You can feel the rumble but it is not loud.

Supervisor DiRado questioned if there will be pedestrian crosswalks.

Mr. Schneider stated that T.P.D's original concept plan showed sidewalks and crosswalks. This would be the next phase of the project. He stated that if funders see this as a phased plan, then funders will see this as a more attractive project. Sidewalk and curbing would be more of a \$1 million project. The traffic calming project will make it easier for future pedestrian safety improvements. The sidewalks could not be done without addressing stormwater concerns. The inlet near the church is failing. Pennoni is working with PennDOT to get them to fix it. Some of the stormwater issues would need to be done when sidewalks are installed. The immediate action is to get them to fix what is there. The islands will reduce lane width, and the township does not want tire tracks anywhere near the failing inlets. The township does not want to create a safety concern.

Shane Cloyd, township resident, questioned if the before study will be shown before the after study is done.

Mr. Schneider stated that a radar study was done. The main point of the gateway median is a visual cue that you are entering a new area, but medians can also help to reduce speeds. The Township performed the radar study and will perform the study after the medians go in. Other traffic calming provisions such as radar signs are also proposed. Speed signs are a temporary fix, and he does not recommend a permanent installation. The point of the median is to slow down when you see it due to a reduction in lane width. Some people will never slow down no matter how narrow the lanes are, but is always a constant cue. The center median is the identifier that you are coming into a denser area. The medians also provide a sense of place and adds to the beautification.

There was a board discussion on the topic.

- 3) Addendum to the October 5, 2023 contract between East Fallowfield Township and A.J. Blozenski increasing bulk item collection from once monthly to one item every week at no additional cost.

Township Manager Swichar stated that there is a proposed addendum that would increase the bulk collection from once monthly to once per week (1 item collected each week). This would double the amount of allowable bulk items collected from two to four items. This is advantageous for the township and also helps to alleviate the strain on the hauler. There is no cost to the township for the addendum.

James Clark, representative of Blosenski, stated that the change will help with their operations because they can now spread collections throughout the month.

Supervisor Wright stated that it will be easier not having to think about which collection is bulk collection day.

Supervisor DiRado questioned if the township will track how well this works.

Township Manager Swichar stated that the township and hauler will both track the progress, and the new bulk collection will begin on October 24.

MOTION: Chairwoman McEvoy make a motion to approve an addendum to the October 5, 2023 contract between East Fallowfield Township and A.J. Blosenski increasing the bulk item collection from once monthly to one item every week. Supervisor DiRado seconded.

Shane Cloyd, township resident, questioned if volume will increase.

Mr. Clark stated that he expects the same amount of bulk. People will put out the bulk on a more consistent basis.

VOTE: 5-0.

4) Bulk Trash Drop-Off Event on Saturday October 18 9:00am-3:00pm (Informational)

Township Manager Swichar provided a reminder about the event.

Supervisor Wright questioned disposal of batteries.

5) Updates on Municipal Building Committee and addressing rumors about the sale of East Fallowfield Elementary School (Informational)

Mr. Swichar stated that the township received applications from several interested residents. The township is working through getting the grant agreement in place and wants to make sure the committee has meaningful work to perform. The Township will hold the applications until the grant agreement is in place. Mr. Swichar stated that East Fallowfield Elementary School is not for sale. There were rumors that it was up for sale, and he wanted to address the rumors.

6) 2026 Budget Overview and Workshop (Informational)

Township Manager Swichar provided a PowerPoint presentation of the proposed 2026 township budget. He stated that Budget highlights include there are no tax increases proposed in the 2026 General Fund or Fire/EMS. This is the 8th year the township has not seen a tax increase in the General Fund. Township Manager Swichar stated that all township budgets are balanced per second class township code. He stated that the township is projecting a potential budget deficit of \$221,381 in the General Fund next year, which means we would be using our township reserves to balance the budget. This

is not due to overspending, but primarily the result of increased legal expenses due to a heavy volume of Right to Know requests received from one requester. If the current volume of requests continues into next year, the township could see severe impacts to the township finances and legal expenses reaching \$175,000. Keep in mind, this is a projection, not an exact figure. Mr. Swichar stated that he wants to make the board and public aware of the potential fiscal impact, so the township can plan accordingly. The Township is also budgeting for an 18% increase in employee healthcare costs which would cost the township an additional \$35,000 next year. He stated that the 2026 General Fund Revenue Budget (total) of \$4,489,695 is \$412,662 greater than 2025 General Fund Revenue Budget (total) of \$4,077,033. Mr. Swichar stated that this is because the 2025 General Fund Budget reflects a \$1 million transfer to the Capital Fund and the 2026 General Fund Revenue Budget (total) includes \$1 million transfer to Municipal Building Fund and \$222,381 is designated from the general fund balance which increases the overall revenue making revenue appear higher than it actually is. Mr. Swichar stated that when you remove the \$221,381 (use of fund balance in 2026) and \$1 million transfers, the 2026 General Fund Revenue is only \$57,546 higher than the 2025 General Fund Revenue. The increase is revenue in the 2026 General Fund revenue budget largely attributed to a modest increase in earned income taxes (EIT). Mr. Swichar stated that the 2026 General Fund Expenditure Budget is \$4,489,696, which is \$412,663 more than 2025 General Fund Expenditure Budget of \$4,077,033. He stated that both the 2026 General Fund Budget includes a \$1 million transfer from the General Fund to the Municipal Building Fund and the 2025 General Fund Budget includes a proposed \$1 million transfer from the General Fund to the Capital Fund to pay for capital expenses. The adjusted 2026 expenditure budget (removing the \$1 million transfer) is \$3,489,696 and the 2025 expenditure budget (removing the \$1 million transfer) is \$3,077,033. The Township budgeted a 5% increase for all Insurance, professional, and fixed operating costs due to inflation. Mr. Swichar stated that The Township continues to focus on rebuilding neglected infrastructure such as Road paving which is budgeted at \$407,335 (liquid fuels= \$232,435+capital fund=\$175,000), Mortonville Road bridge is budgeted at \$765,380, and \$1 million is proposed to be transferred to Municipal Building Fund. Mr. Swichar stated that the biggest budget buster expense in 2025 will likely be the legal fees attributed to the current Right to Know requests. Despite the substantial costs associated with the Right to Know requests, the Township is still hopeful to end 2025 with a Surplus in the General Fund (before transferring \$1,000,000 to the Capital Fund). Mr. Swichar stated that the 2025 revenue is projected to be \$3,755,197 compared to the 2025 Budgeted Revenue of \$3,209,768, attributed mostly to building permits from Coatesville Area School District.

1 OLD BUSINESS: None

2 NEW BUSINESS: None

3 PUBLIC PARTICIPATION:

Robin Romanelli, Township resident, requested more information on the right to know requests and questioned the status of dedication for Fieldstone Village.

Mr. Swichar stated that the right to know requests are public information and anyone could complete a right to know request that would provide a breakdown of the requests.

There was a board discussion on the topic.

Mr. Swichar stated that the township's solicitor provided an update at the August board meeting.

Phillip, township resident, read a written statement.

Shane Cloyd, township resident, commented on the township budget and his right to know requests. He also asked a question about his trash fee.

Supervisor Lambert stated that he is going on the record to say that the manager should create clear policies for how to handle right to know requests and also track and keep a record of the requestor's history.

Jerry Dickinson, township resident, asked a question about the \$1 million transfer to the building fund and questioned how much was received from the Coatesville school district building permit.

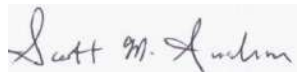
Deborah Stoff, township resident, asked a question about fees versus tax.

4 ADJOURNMENT

MOTION: Chairwoman McEvoy made a motion to adjourn the September 23, 2025, of Supervisors Meeting at 8:15 pm. Supervisor Wright seconded.

VOTE: 5-0.

Respectfully Submitted,



Scott Swichar,
Township Manager/Secretary

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
January 27, 2026 **Approved Minutes**
6:30 p.m.

Members Present

Mike Domboski, Chairman
Al Wright, Vice Chairman
Wilson Lambert, Member
Katja DiRado, Member
Deborah Stoff, Member

Township Staff Present

Scott Swichar, Township Manager
Dave Hindman, Township Treasurer
Chad Osborn, Police Chief
Township Solicitor
Mike Crotty

1. CALL TO ORDER, SILENT MEDITATION, PLEDGE OF ALLEGIANCE

Chairman Domboski called the meeting to order at 6:30 PM.

Chairman Domboski stated there was an executive session on January 27, 2026 to discuss legal and personnel matters.

2. DISCUSSION

A. APPROVAL OF MINUTES

Correction of January 5, 2026 Motion – Job Title Clarification

MOTION: Chairman Domboski moved to amend the motion adopted on January 5, 2026, regarding the job title of Christilla Walls, to reflect the Board's intent. The word 'assistant' is hereby stricken from the job titles, and the motion shall read as follows: Christilla Walls is appointed as the 2026 part-time Police Administrative Assistant and Police Right-to-Know Officer. This amendment is corrective in nature and effective as of January 5, 2026. Supervisor DiRado seconded.

VOTE: 5-0.

January 5, 2026 BOARD OF SUPERVISORS REORGANIZATIONAL MEETING MINUTES

MOTION: Supervisor DiRado made a motion to approve the January 5, 2026 Board of Supervisors Reorganizational meeting minutes as presented and ratify all board actions from the January 5, 2026 Reorganizational meeting. Chairman Domboski seconded

Shane Cloyd, township resident, commented on the ratification.

VOTE: 5-0.

B. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

- 1) December Westwood Fire Company Fire Chief's Report submitted for Board and resident review.
- 2) December Westwood Fire Company EMS Report submitted for Board and resident review.
- 3) December Modena Fire Company Fire Chief's Report submitted for Board and resident review.
- 4) December Modena Fire Company Fire Chief's Report – East Fallowfield Calls Only submitted for Board and resident review.
- 5) Emergency Services Appointment of Fire Marshals and Additional Funding to Fire Companies.

MOTION: Chairman Domboski made a motion to appoint the following Emergency Service employees as presented: Co-Fire Marshal, Frank Dowlin and Co-Fire Marshal, Mike McWilliams without compensation from the township. Vice Chairman Wright seconded.

VOTE: 5-0.

MOTION: Chairman Domboski moved to authorize the additional 2026 fire company contribution to Modena Fire Company which includes support for fire marshal services in the amount of \$172.21/quarterly and authorize the additional 2026 fire company contribution to Westwood Fire Company which includes support for fire marshal services in the amount of \$172.21/quarter. Supervisor DiRado seconded.

VOTE: 5-0.

C. PRESENTATIONS

1. MODENA FIRE COMPANY PRESENTATION: POLICE OFFICER AWARDS PRESENTED BY FIRE CHIEF FRANK DOWLIN AND LUANN THOMAS, EMS SUPERVISOR FOR THE MODENA FIRE COMPANY

3. TREASURER'S REPORT

- 1) December 31, 2025 Treasurer's Report.

MOTION: Supervisor DiRado made a motion to approve the December 31, 2025 Treasurer's Report as presented. Chairman Domboski seconded.

VOTE: 5-0.

- 2) Payment Authorizations.

MOTION: Chairman Domboski made a motion to approve the Payment Authorizations for the period of January 6, 2026 through January 27, 2026 in the total amount of \$192,210.06 as presented. Vice Chairman Wright seconded.

VOTE: 5-0.

4. TOWNSHIP MANAGER'S REPORT

1) Referral to the Planning Commission for Ordinance Review

Mr. Swichar stated that there is a letter from the previous fire marshal and emergency management coordinator recommending a rental ordinance be put in place for safety reasons. The Board of Supervisors had previously asked the planning commission to review the proposed rental ordinance. He stated the planning commission has new members and this could be a good opportunity to again review the proposed ordinance.

MOTION: Vice Chairman Wright moved that the Board of Supervisors refer the matter of a rental ordinance to the Township's Planning Commission for review and recommendation. Supervisor Stoff seconded.

John Nielsen, township resident, questioned if use and occupancy inspection would be included in a proposed ordinance.

Chairman Domboski stated he would speak to the Planning Commission Chair as something to consider and discussed the purpose of a proposed ordinance.

Supervisor Lambert discussed the safety aspect of the proposed ordinance.

Phillip Roomet, Township resident commented on a proposed ordinance.

VOTE: 5-0.

2) Scoping and Repair of Broken Sewer Pipe at 1513 West Chester Road (Sandra Simmons)

Mr. Swichar stated that Ms. Simmons came to the board meeting in December about a broken pipe on her property. At that time the township determined they could not fix her pipe since there is no township easement on her property and the pipe is privately owned. However, the township has discussed with solicitor, and the township could fix the pipe since it is connected to the township's storm drain on both sides. There could be impacts to nearby landowners. Repairs would be subject to a temporary construction easement, and all future maintenance would be responsibility of the landowner.

Chairman Dombosi questioned if there is a rough cost estimate.

Mr. Swichar stated that talking to the road foreman he believes the cost would be under \$5,000. The township would not typically repair a pipe on private property this is an exception since the pipe is connected to public infrastructure.

Ms. Simmons thanked Mr. Swichar and stated that she agrees to the conditions.

MOTION: Vice Chairman Wright made a motion approving the repair of a section of pipe at 1513 West Chester Road subject to the landowner executing a temporary construction easement to allow the work and signing an agreement that all future responsibility for maintenance of the pipe is their responsibility of the landowner. Supervisor Lambert seconded.

VOTE: 5-0.

3) Updates on Mortonville Road Bridge (Informational)

Mr. Swichar stated that the township has met with property homeowners affected by the project. The township is waiting to get back the easements. The township is continuing to work with the Chester County Conservation District and Penn State Center for Dirt and Gravel Roads. He is hopeful that they will provide technical assistance and grant assistance.

4) Update on DCNR Grant submitted for Community Park Improvements (Informational)

Mr. Swichar stated that the township has received notice of a \$250,000 grant from DCNR. The township shared a concept plan last year to develop a portion of the township park with pickleball courts and an inclusive playground. The township is still in the early stages as we are still evaluating funding opportunities. No board action is needed.

Vice Chairman Wright questioned if the ideas for expansion of the park will percolate from the park and recreation board to the board of supervisors.

Supervisor DiRado questioned the timeframe for completion of Mortonville Road Bridge.

Mr. Swichar stated that best case scenario is fall 2026 most realistic time frame is spring 2027. Most likely there will be a stream realignment.

5) New Business: None

5. LEGAL

1) Discussion and Possible Action regarding Ordinance No. 2024-01 (Single-Use Plastics), including Consideration of Survey Results.

Solicitor Crotty stated that the current moratorium extends until the end of February. The board can decide whether to extend it or not or to pass an ordinance to do away with the plastic bag ban. February 26 is the end of the 6 month period from when the moratorium began.

Township Manager Swichar provided an overview of the results of the survey.

There was a board discussion about the survey and whether the EAC should take another look at the ordinance.

Chairman Domboski stated that he will reach out to the EAC about reevaluating the ordinance.

MOTION: Chairman Domboski made a motion to authorize the solicitor to prepare and advertise an ordinance for consideration at the February 24, 2026 meeting to vacate and rescind the plastic bag ordinance. Vice Chairman Wright seconded.

VOTE: 3-2. Supervisor Lambert voted nay Supervisor DiRado voted nay.

2) Police Collective Bargaining Agreement 2025-2027.

Solicitor Crotty stated that they are waiting for the response from the union so this matter will be tabled tonight.

3) General Release and Separation Agreement for Employee

MOTION: Chairman Domboski made a motion to approve a general release and separation agreement dated January 22, 2026 and authorize the township manager to sign the document. Vice Chairman Wright seconded.

VOTE: 5-0.

4) Timber Harvesting and Data Center Zoning (Informational)

Solicitor Crotty stated that he suggests the Planning Commission review the Timber Harvesting and Data Center Zoning. He stated that Penn State Extension put out a model ordinance about a year and a half ago. Timber harvesting is considered an agricultural activity in some circumstances. Data centers are covered under office industrial zoning district in the zoning ordinance as a catch all. However, it does not contain all the bells and whistles you would want for data center provisions. It is better to have an ordinance in place so you can regulate it. He has a model for each that the Planning Commission can review.

6. PLANNING COMMISSION

1) No Planning Commission Report Submitted.

7. POLICE DEPARTMENT

1) December Police Report Submitted for Board and Resident Review.

2) Purchase of 2026 Ford Interceptor Police Car

MOTION: Vice Chairman Wright made a motion approving the purchase of a 2026 Hybrid Ford Interceptor Police Car from Chapman Auto Group in the amount of \$45,162 under the PA Costars program from the Township's Capital Fund. Chairman Domboski seconded.

VOTE: 5-0.

3) 10-8 Emergency Vehicle Services-Upfitting of Police Car

MOTION: Chairman Domboski made a motion approving a proposal from 10-8 Emergency Vehicle Services to upfit the 2026 Ford Interceptor Police Car in the amount of \$17,903.25 under the PA Costars program from the Township's Capital Fund. Supervisor DiRado seconded

VOTE: 5-0.

4) Approving New Policy for the Police Department

MOTION: Vice Chairman Wright made a motion to approve the following new policy for the Police Department: Required Agency Reporting. Supervisor DiRado seconded.

Chief Osborn stated that the policy is being updated pursuant to Act 18 of 2024 known as Paul Miller's Law

VOTE: 5-0.

5) Approving New Policy for the Police Department

MOTION: Chairman Domboski made a motion to approve the following new policy for the Police Department: Release of Law Enforcement Audio and Video Recordings. Vice Chairman Wright seconded.

Chief Osborn stated the policy is pursuant to Act 22 and related to body worn and in camera footage and regulations on who it can be released to.

VOTE: 5-0.

8. PUBLIC WORKS DEPARTMENT

- 1) December Road Department Report submitted for Board and resident review.

9. PARK AND RECREATION

- 1) Report Submitted.
- 2) Resignation of Park and Recreation Board Member Clare Small-McEvoy

MOTION: Vice Chairman Wright made a motion to accept the resignation of Clare Small-McEvoy from the Park and Recreation Board with the term ending 12/31/2028. Chairman Domboski seconded.

VOTE: 5-0.

Teri Dickinson	Member	2021-2025
Vacant	Member	2024-2028
Fred Weiss	Member	2022-2026
Joyce Madding	Member	2022-2026
Vacant	Member	2023-2027
Stephanie Scotton	Member	2021-2025
Vacant	Member	2025-2029

3) Appointment of Jerry Dickinson to the Park and Recreation Board

MOTION: Supervisor DiRado made a motion to appoint Jerry Dickinson to the Park and Recreation Board for the term ending December 31, 2027. Chairman Domboski seconded.

VOTE: 5-0.

Teri Dickinson	Chair	2026-2030
Vacant	Member	2024-2028
Fred Weiss	Member	2022-2026
Joyce Madding	Member	2022-2026
<i>Jerry Dickinson</i>	<i>Member</i>	<i>2023-2027</i>
Stephanie Scotton	Member	2026-2030
Vacant	Member	2025-2029

4) Appointment of Milby Thorington to the Park and Recreation Board

MOTION: Vice Chairman Wright made a motion to appoint Milby Thorington to the Park and Recreation Board for the term ending December 31, 2029. Chairman Domboski seconded.

Teri Dickinson	Chair	2026-2030
Vacant	Member	2024-2028
Fred Weiss	Member	2022-2026
Joyce Madding	Member	2022-2026
Jerry Dickinson	Member	2023-2027
Stephanie Scotton	Member	2026-2030
<i>Milby Thorington</i>	<i>Member</i>	<i>2025-2029</i>

VOTE: 5-0.

10. HISTORICAL COMMISSION

1) Report Submitted.

11. ENVIRONMENTAL ADVISORY COMMITTEE (EAC)

1) No Report Submitted

12. NEW BUSINESS:

Vice Chairman Wright discussed Solid Waste (Chapter 20 Section 103 Storage and Collection (Informational)

13. PUBLIC PARTICIPATION - 20 minutes

Estelle Baker, stated she is new to the township purchasing a church on Doe Run Road.

Philip Roomet, township resident, discussed the data centers and storm water management.

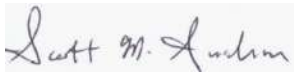
Solicitor Crotty stated that with the stormwater management ordinance that is in effect the township can only address through its own facilities such as stormwater pipes and through the stormwater management ordinance, which requires that any developer that comes in may not increase the rate, volume or concentration from their site. When a new project comes in, they must show the township how they would address stormwater.

14. ADJOURNMENT

MOTION: Chairman Domboski made a motion to adjourn the January 27, 2026 Board of Supervisors Meeting at 8:04 PM. Vice Chairman Wright seconded.

VOTE: 5-0.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Scott M. Swichar", written in dark ink on a light-colored background.

Scott Swichar,
Township Manager/Secretary

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
April 28, 2026 Approved Minutes
6:30 p.m.

Members Present

Al Wright, Vice Chairman
Wilson Lambert, Member
Katja DiRado, Member
Deborah Stoff, Member

Township Staff Present

Scott Swichar, Township Manager
Dave Hindman, Township Treasurer
Chad Osborn, Police Chief

Township Solicitor

Mike Crotty

1. CALL TO ORDER, SILENT MEDITATION, PLEDGE OF ALLEGIANCE

Vice Chairman Wright called the meeting to order at 6:39 PM.

Mr. Wright stated that the township website highlights board vacancies, provided updates on the PSATS conference, draft septic management ordinance, use and occupancy permit, and draft residential ordinance.

Solicitor Crotty stated there was an executive session on April 28, 2026 to discuss legal matters.

2. DISCUSSION

A. APPROVAL OF MINUTES

March 24, 2026 BOARD OF SUPERVISORS MEETING MINUTES

MOTION: Supervisor DiRado made a motion to approve the March 24, 2026 Board of Supervisors meeting minutes as presented. Supervisor Stoff seconded.

VOTE: 4-0. Supervisor Lambert abstained.

B. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

- 1) March Westwood Fire Company Fire Chief's Report submitted for Board and resident review.
- 2) March Westwood Fire Company EMS Report submitted for Board and resident review.
- 3) March Modena Fire Company Fire Chief's Report submitted for Board and resident review.
- 4) March Modena Fire Company Fire Chief's Report – East Fallowfield Calls Only submitted for Board and resident review.
- 5) March Modena Fire Company EMS Report submitted for Board and resident review.

6) Appointment of Emergency Management Coordinator (Bill Lewis)

MOTION: Vice Chairman Wright made a motion to approve the payment of a quarterly stipend of \$172.21 to the Emergency Management Coordinator, Bill Lewis in recognition of ongoing emergency management responsibilities, with payments issued quarterly and to be funded from Fire/EMS Fund. Supervisor Stoff seconded.

Township Manager Swichar stated that the board packet includes a letter from Governor Shapiro appointing Bill Lewis as emergency management coordinator. The stipend is for recognition of the extra duties.

VOTE: 4-0.

3. PRESENTATIONS

PRESENTATION: RACHAEL GRIFFITH FROM CHESTER COUNTY PLANNING COMMISSION, TO DISCUSS THE LAWN TO MEADOW CONVERSION PROGRAM

Rachael Griffith, Chester County Planning Commission, stated that they are partnering with Chester County Conservation District to bring together municipalities in a cohort style program to do lawn to meadow conversion on municipal land. She stated that there are stormwater and wildlife benefits. They applied for funding last year from DCNR. Five municipalities are confirmed and there is room for one more municipality. The Timeline includes a kickoff meeting with participants in May. Maintenance of meadow for 25 years is required. The EAC proposed less than an acre of land that would need periodic mowing and monitoring of invasive plants. Training would be provided to the township's public works crew. The Township's required match could be volunteer hours.

Supervisor DiRado questioned the mowing.

Ms. Griffith stated that the township could do the mowing and that would count toward volunteer hours.

Vice Chairman Wright questioned if the EAC and Park Board were able to provide input and whether a physical area would be demarcated

There was a board discussion.

John Nielsen, EAC member, stated that the proposed location is past the paved parking lot in between the wooded area and walking path.

Nina Petro, township resident, questioned how the project was initiated and environmental considerations.

Shane Cloyd, township resident, questioned the project costs.

MOTION: Supervisor DiRado made a motion authorizing the Township Manager to sign the Community Watershed forestry practice installation agreement and letter of match for the Lawn to

Meadow municipal cohort/conversion program at the Township's community park. Supervisor Stoff seconded.

Mike Petro, township resident, asked a question about downsides.

VOTE: 4-0.

4. TREASURER'S REPORT

1) March 31, 2026 Treasurer's Report.

PROPOSED MOTION: Vice Chairman Wright made a motion to approve the March 31, 2026 Treasurer's Report as presented. Supervisor DiRado seconded.

VOTE: 4-0.

2) Payment Authorizations.

MOTION: Vice Chairman Wright made a motion to approve the Payment Authorizations for the period of March 25, 2026 through April 28, 2026 in the total amount of \$256,873.97 as presented. Supervisor Stoff seconded.

VOTE: 4-0.

5. TOWNSHIP MANAGER'S REPORT

1) Consideration of a Resignation Letter from Board Chairman Mike Domboski

Township Manager Swichar stated that the Township received a letter of resignation from Mr. Domboski. A resolution thanking him will be prepared for a future meeting. The next step is to accept his resignation.

MOTION: Vice Chairman Wright made a motion accepting the resignation of Board Chairman Mike Domboski from the East Fallowfield Township Board of Supervisors. Supervisor Stoff seconded.

Shane Cloyd, Township resident, made a comment.

VOTE: 4-0.

2) Election of Chairperson.

MOTION: Vice Chairman Wright made a motion to table. Supervisor Lambert seconded.

VOTE: 4-0.

3) Approval of Formal Announcement of Upcoming Vacancy for the Board of Supervisors

MOTION: Vice Chairman Wright made a motion authorizing the township manager to post a formal announcement for the vacancy on the Board of Supervisors. Supervisor DiRado seconded.

Vice Chairman Wright stated that the announcement will be posted on the township's website.

VOTE: 4-0.

4) Township Manager Swichar stated that interviews for the board vacancy will be conducted at the Township Board of Supervisors meeting on May 26, 2026. (Informational)

5) 2026 Road Paving Project.

Mr. Swichar stated that the road paving program went out to bid this month and that there were 3 bidders on the project Long's Asphalt was the low bidder for the base bid. The base bid of \$261,860.45 is for West Chester Road, from 17th Avenue east to the Township line; South Caln Road, from West Chester Road to Caln Township line. He stated that the alternate 1 low bid of \$31,227.85 is from Long's Asphalt is for 17th Avenue, West Chester Road to Caln Township line. The Township budgeted \$222,262 from Liquid Fuels for road paving. Mr. Swichar stated that recommends awarding the base bid plus alternate 1 in the amount of \$293,088.30

MOTION: Vice Chairman Wright made a motion that the Township award the low bid in the amount of \$261,860.45 and alternate 1 for \$31,227.85 \$293,088.30 to Long's Asphalt for the 2026 paving project. Supervisor Lambert seconded.

Mr. Swichar stated that the roads are West Chester Road, 17th Avenue to the township line and South Caln Road, from West Chester Road to Caln Township line. And alternate 1 is for 17th Avenue, West Chester Road to Caln Township line.

VOTE: 4-0.

6) Resolution for Disposition of Records.

Township Manager Swichar stated that the records project was in partnership with West Chester University Department of Political Science. The intern used the municipal records manual to determine which records to destroy. The intern identified 35 boxes and thousands of records that the township no longer needs to retain.

MOTION: Supervisor DiRado made a motion to approve Resolution 2026-07 approving the destruction of Township records per the provided list per the PA Municipal Records Manual Retention Schedule. Vice Chairman Wright seconded.

Shane Cloyd, Township resident, asked a question.

VOTE: 4-0.

7) Proposal from CompNet, Inc. to Transition to Microsoft 365

Township Manager Swichar stated that the proposal is to transition the township's physical server to a Microsoft 365 cloud service. There were some questions that came up. Mr. Swichar stated that there are no additional charges beyond what is in the proposal. Licensing total is \$1,044 per year and the labor total for migration and decommissioning is \$3,960. There are no service fees, no maintenance fees, no hosting fees or data transfer fees. Microsoft provides automatic updates and patching as part of the service. Backups are included in the licensing fees as outlined in the proposal. 1 terabyte of storage is enough for now and many years into the future.

MOTION: Supervisor DiRado made a motion approving the labor proposal from CompNet Inc. in the amount of \$3,960 to transition the Township's data from a local server to Microsoft cloud storage. Vice Chairman Wright seconded.

Phillip Roomet, township resident, commented on the 2026 budget.

Shane Cloyd, township resident, asked questions about the proposal.

VOTE: 4-0.

8) Appointments to the Municipal Building Committee: 2 vacancies (Informational)

Township Manager Swichar stated that there are two additional applicants who are interested in joining the committee. They are scheduled to interview on May 28.

9) Wage Increases for Non-Bargaining Unit Staff

MOTION: Vice Chairman Wright made a motion to approve the following wage increases for the following non- bargaining unit staff retroactive to January 1, 2026 with a proposed increase of 3 ½% across the board. Supervisor DiRado seconded.

VOTE: 4-0.

<u>Employee</u>	<u>Current Wage</u>	<u>Proposed Increase</u>	<u>Recommended</u>
Nancy Baker	\$24.03/hour	3.5%	\$24.87/hour
Christilla Walls	\$22.88 /hour	3.5%	\$23.68/hour
Denise Verderosa	\$27.50/hour	3.5%	\$28.46/hour
Sue Sereditch	\$18.39/hour	3.5%	\$19.03/hour
Dave Hindman	\$95,000/year	3.5%	\$98,325/year

10) Retirement of Zoning Officer/Building Inspector Rob McLarnon (Keystone Municipal Services)

Township Manager Swichar stated that the Township's Zoning Officer from Keystone Municipal Services will retire in July. Keystone is willing to continue to provide services to the Township. Mr. Swichar is recommending that the township reach out to other qualified firms.

MOTION: Vice Chairman Wright moved to authorize the Township Manager to develop, advertise, and conduct a targeted Request for Proposals (RFP) for zoning administration, code enforcement and UCC building inspection services. Supervisor Lambert seconded.

Supervisor DiRado questioned when Rob's last day will be.

Mr. Swichar stated that he has not been informed of the exact day.

Shane Cloyd, township resident, asked a question about going out to bid.

Dennis Crook, township resident, commented on non-conforming uses.

VOTE: 4-0.

- 11) New Business: Mr. Swichar stated that the Township's bulk trash collection event is this Saturday.

6. LEGAL

- 1) Holding Tank/Pump and Haul Agreement for 600 Doe Run Road (South Brandywine Elementary School)

Solicitor Crotty stated that the agreement will cover allowance of a pump and haul for the time period when the school starts to be operational and when the public sewer is online.

MOTION: Supervisor DiRado moved that township approve the holding tank/ pump and haul agreement in the form as presented and authorize the board president to sign the agreement. Vice Chairman Wright seconded.

Barry Stingel, of T&M Associates, who is engineer for Coatesville Area School District, provided an overview of the pump station project. The agreement will give the Township enforcement authority. After the agreement is approved by the township, the paperwork will go to DEP. There is an alarm float and cellular auto dialer.

There was a board discussion.

Philip Roomet, Township resident, asked a question.

Shane Cloyd, Township resident, asked several questions.

Mike Petro, Township resident, commented on the proposed sewer.

John Nielsen, township resident, asked a question.

VOTE: 3-0. Supervisor Lambert abstained.

- 2) Temporary Construction Easement Between East Fallowfield Township and Coatesville Area School District

Barry Stingel, of T&M Associates, stated that this will be an easement for a temporary staging area.

MOTION: Vice Chairman Wright made a motion approving a temporary construction easement between East Fallowfield Township and the Coatesville Area School District. Supervisor DiRado seconded.

VOTE: 3-0. Supervisor Lambert abstained.

- 3) East Fallowfield Township Public Fire Hydrant Application to Pennsylvania America Water Company

Solicitor Crotty stated that the public fire hydrants will be turned over to the Township once the development is complete. This is on a public road.

MOTION: Vice Chairman Wright moved that the Township approve the Fire Hydrant Agreement, in the form as presented, for 600 Doe Run Road (South Brandywine Elementary School). Supervisor DiRado seconded.

Dennis Crook, Township resident, asked a question about public water and sewer.

VOTE: 3-0. Supervisor Lambert abstained.

- 4) Memorandum of Understanding between East Fallowfield Township and East Fallowfield Township Police Officers Association

Solicitor Crotty stated that the Police Association filed a grievance regarding a denied light-duty accommodation request for an off-duty injury. The memorandum would resolve the issue by granting three PTO days.

MOTION: Supervisor DiRado made a motion to approve a Memorandum of Understanding between East Fallowfield Township and East Fallowfield Township Police Officers Association as presented and authorize the Board Chairman or Vice Chairman to sign the document. Supervisor Lambert seconded.

VOTE: 4-0.

- 5) Solicitor Crotty stated there is a Zoning Board Hearing on May 6 at 7:00PM/Request for Variance Relief for 13 Juniata Drive (Informational). This is for a deck on slope areas.

7. PLANNING COMMISSION

- 1) No Report Submitted
- 2) Resignation of Planning Commission Member Ray Smith

MOTION: Supervisor Stoff made a motion to accept the resignation of Planning Commission Member Ray Smith. Vice Chairman Wright seconded.

Supervisor DiRado questioned if there is a report on the comprehensive plan update.

Shane Cloyd, township resident, questioned if he was on the vacancy board.

VOTE: 4-0.

Vacant	Member	2026 to 2029
Guido Guintini	Vice Chairperson	2026 to 2029
Deborah Stoff	Member	2024 to 2027
VACANT	Member	2023 to 2026
Charles Reed	Member	2023 to 2026
Sue Monaghan	Member	2026 to 2029
Jerry Dickinson	Member	2024 to 2027
Vacant	Alternate member	2024 to 2027

8. POLICE DEPARTMENT

- 1) March Police Report submitted for Board and resident review.
- 2) Written Offer Letter of Employment for Part-Time Police Officer

MOTION: Vice Chairman Wright made a motion to tender a conditional offer of employment to Joshua Herzog to serve as part-time police officer at an hourly rate of \$29.33 (2026 rate), pursuant to Act 57 and per the terms contained in the conditional offer letter dated April 28, 2026. Supervisor DiRado seconded.

Supervisor DiRado questioned if he is related to a former township supervisor.

Chief Osborn stated he is not aware of any political affiliation.

VOTE: 4-0.

- 3) Written Offer Letter of Employment for Part-Time Police Administrative Assistant

MOTION: Vice Chairman Wright made a motion to tender a conditional offer of employment to Tonya Carey to serve as part-time police administrative assistant at an hourly rate of \$22.00/hour

subject to a satisfactory background investigation and pre-employment physical. Supervisor Stoff seconded.

VOTE: 4-0.

9. PARK AND RECREATION BOARD

- 1) No Report Submitted
- 2) Request from Wild Rec LLC Requesting Reduced Fee for Field Permit

MOTION: Vice Chairman Wright made a motion approving the request from Wild Rec LLC to pay a reduced fee of \$25 for a field permit at the township park for youth soccer activities held on Fridays from May 8- June 12. Supervisor DiRado seconded.

Township Manager Swichar stated that in 2025, the board approved a reduced fee of \$25/day for a field permit and \$250 single security deposit at the township park for youth soccer activities.

VOTE: 4-0.

- 3) Request for Facility Use Permit at Township Park

MOTION: Supervisor DiRado made a motion approving the request for a facility use permit for a pavilion rental for Coatesville Youth Lacrosse on May 30 from 2:00pm-6:00pm. Vice Chairman Wright seconded.

Manager Swichar stated that per the park ordinance, board approval is needed when there are more than 75 attendees.

VOTE: 4-0.

- 4) Proposal from Jets Bounce Party Rental

MOTION: Supervisor DiRado made a motion that the Township approve a proposal from Jets Bounce Party Rental in the amount of \$600 from township's Park and Recreation fund for an inflatable rental at the Liberty Fest America 250 event on June 27, 2026. Vice Chairman Wright seconded.

Teri Dickinson, chair of the park and recreation board, commented.

VOTE: 4-0.

- 5) Proposal from The Driveway Band

MOTION: Vice Chairman Wright made a motion that the Township approve a proposal from the Driveway Band in the amount of \$995.00 from the township's Park and Recreation fund for a musician performance at the Liberty Fest America 250 event on June 27, 2026. Supervisor DiRado seconded.

Teri Dickinson, chair of the park and recreation board, stated this band has not been used before.

VOTE: 4-0.

- 6) Sponsorship monies received (to date) for Summer Concert Series are \$14,000 (Informational)

10. PUBLIC WORKS DEPARTMENT

March Road Department Report submitted for Board and resident review.

11. HISTORICAL COMMISSION

- 1) No Report Submitted

12. OLD BUSINESS:

13. NEW BUSINESS:

Supervisor Stoff stated that the Planning Commission is currently reviewing the scope for the comprehensive plan update.

14. PUBLIC PARTICIPATION

Philip Roomet, township resident, asked a question about a speed study and requested a three way stop at Cumberland and West Moreland Drive.

Shane Cloyd, township resident, discussed permit software.

Dennis Crook, township resident, discussed the Township's Planning Commission.

Nina Petro, township resident, discussed road work performed by the road crew.

Mike Petro, township resident, discussed a banner.

Jerry Dickinson, township resident, discussed staffing at the township building.

15. ADJOURNMENT

MOTION: Vice Chairman Wright made a motion to adjourn the April 28, 2026 Board of Supervisors Meeting at 8:24 pm. Supervisor DiRado seconded.

VOTE: 4-0.

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read "Scott M. Swichar", is displayed on a light gray rectangular background.

Scott Swichar,
Township Manager/Secretary

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
May 26, 2026 **Approved Minutes**
6:30 p.m.

Members Present

Al Wright, Vice Chairman
Wilson Lambert, Member
Katja DiRado, Member
Deborah Stoff, Member

Township Staff Present

Scott Swichar, Township Manager
Dave Hindman, Township Treasurer
Chad Osborn, Police Chief

Township Solicitor

Mike Crotty

1. CALL TO ORDER, SILENT MEDITATION, PLEDGE OF ALLEGIANCE

Vice Chairman Wright called the meeting to order at 6:30 PM.
He stated there was an executive session on May 26, 2026, to discuss personnel matters.

2. DISCUSSION

A. APPROVAL OF MINUTES

April 28, 2026 BOARD OF SUPERVISORS MEETING MINUTES

MOTION: Supervisor DiRado made a motion to approve the April 28, 2026, Board of Supervisors meeting minutes as presented. Supervisor Stoff seconded.

Philip Roomet asked a question.

VOTE: 4-0.

B. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

- 1) March Westwood Fire Company Fire Chief's Report submitted for Board and resident review.
- 2) March Westwood Fire Company EMS Report submitted for Board and resident review.
- 3) March Modena Fire Company Fire Chief's Report submitted for Board and resident review.
- 4) March Modena Fire Company Fire Chief's Report – East Fallowfield Calls Only submitted for Board and resident review.
- 5) March Modena Fire Company EMS Report submitted for Board and resident review.

C. PRESENTATIONS

A. REVIEW AND PRESENTATION OF THE 2025 AUDIT BY CARL HOGAN (Clifton Larson Allen, LLP)

Carl Hogan provided an overview of the 2025 audit.

He stated that the audit report is outlined into different sections outlining the auditor responsibilities and management responsibilities. Data is being presented on the cash basis of accounting, which is the regulatory basis of accounting, and the only requirement that the Township has is to report to the state of Pennsylvania that the audit is fairly presented and submitted to the Department of Community and Economic Development.

1) MOTION TO ACCEPT AND AUTHORIZE ADVERTISMENT OF THE 2025 AUDIT

MOTION: Vice Chairman Wright made a motion to accept the 2025 audit and authorize the advertisement of the condensed financial statement. Supervisor Lambert seconded.

Shane Cloyd, Township resident asked a question about the cost of the appointed auditor.

Treasurer Hindman stated that the cost of the audit is approximately \$5,800.

VOTE: 4-0.

B. INTERVIEWS FOR THE BOARD VACANCY POSITION

Robert Sparr
Deloin Scotton
Thomas Berlin
Dennis Crook
Eric Shane Cloyd

1) Appointment to Fill Vacancy on the Board of Supervisors

MOTION: Vice Chairman Wright made a motion to appoint Robert Sparr as Township Supervisor for a term to expire December 31, 2027. Supervisor DiRado seconded.

Supervisor Lambert stated that there have been many great candidates. Mr. Sparr is a former supervisor and was a chairman of the board at one time.

Philip Roomet, township resident, commented on Robert Sparr.

Shane Cloyd, township resident, provided comment.

Courtney Burwell, township resident, questioned whether she could ask the candidates questions.

Connie McLaughlin, township resident, commented on the candidates.

VOTE: 3-1. Supervisor Stoff voted nay.

3. TREASURER'S REPORT

1) April 30, 2026 Treasurer's Report.

MOTION: Vice Chairman Wright made a motion to approve the April 30, 2026, Treasurer's Report as presented. Supervisor Lambert seconded.

VOTE: 4-0.

2) Payment Authorizations.

MOTION: Vice Chairman Wright made a motion to approve the Payment Authorizations for the period of April 29, 2026, through May 26, 2026 in the total amount of \$357,005.48 as presented. Supervisor Stoff seconded.

VOTE: 4-0.

4. TOWNSHIP MANAGER'S REPORT

1) Resolution of Appreciation and Commendation to Michael Domboski

MOTION: Supervisor DiRado made a motion to approve Resolution No. 2026-08 commending Michael Domboski for his long-standing service and dedication to the Township of East Fallowfield. Vice Chairman Wright seconded.

VOTE: 4-0.

2) Election of Chairperson.

MOTION: Vice Chairperson Wright made a motion to table this item to next month. Supervisor DiRado seconded.

VOTE: 4-0.

3) Resignation of Kathleen Moffitt as Zoning Hearing Board member for the term ending December 31, 2028.

MOTION: Vice Chairman Wright made a motion accepting the resignation of Kathleen Moffitt as Zoning Hearing Board member. Supervisor DiRado seconded.

Township Manager Swichar stated that Kathleen Moffitt is looking to resign so she can become an alternate and make room for Steve Dobson who wants to become a permanent member of the zoning hearing board.

VOTE: 4-0.

<i>Vacant</i>	<i>Member</i>	<i>2026 to 2028</i>
Ellis Weiss	Member	2024 to 2026
Jason Hewson	Member	2025 to 2027

VOTE: 4-0.

4) Appointment of Kathleen Moffitt as Zoning Hearing Board alternate member

MOTION: Vice Chairman Wright made a motion to adopt Resolution 2026-09 appointing Kathleen Moffitt as an alternate Zoning Hearing Board member for the term ending December 31, 2028. Supervisor Stoff seconded.

VOTE: 4-0.

<i>Vacant</i>	<i>Member</i>	<i>2026 to 2028</i>
Ellis Weiss	Member	2024 to 2026
Jason Hewson	Member	2025 to 2027
Kathleen Moffitt	Alternate	2026 to 2028

5) Appointment of Steve Dobson to the Zoning Hearing Board

MOTION: Vice Chairman Wright made a motion to adopt Resolution 2026-10 appointing Steve Dobson as a Zoning Hearing Board member for the term ending December 31, 2028. Supervisor DiRado seconded.

VOTE: 4-0.

<i>Steve Dobson</i>	<i>Member</i>	<i>2026 to 2028</i>
Ellis Weiss	Member	2024 to 2026
Jason Hewson	Member	2025 to 2027
Kathleen Moffitt	Alternate	2026 to 2028

6) Sale of Surplus Property-2017 Chevrolet Tahoe (VIN#1GNSKDEC2HR265045)

MOTION: Vice Chairman Wright made a motion to approve Resolution No. 2026-11 authorizing the sale of surplus property as presented. Supervisor DiRado seconded.

VOTE: 4-0.

7) Updates on Saw Mill Road Culvert Replacement (Informational)

Township Manager Swichar stated that the township is waiting on PECO to complete its utility relocation design before the project can begin.

8) New Business: None

5. LEGAL

- 1) Statement of the Board of Supervisors regarding Federal Immigration Enforcement Activities
Solicitor Crotty stated that in the board's packet is a draft policy statement that clarifies the township's relationship in relation to federal ICE enforcement. He stated that the township is not an arm of ICE and has not signed on to section 287G.

Vice Chairman Wright questioned if the statement is in the board packet and will be placed on the township website.

Township Manager Swichar stated yes to both.

Solicitor Crotty stated that the township police department's job is public safety.

VOTE: 4-0. Note: The board discussed the matter. A vote was taken; however, no motion was made and no second was received. As a result, no official action was taken. The item will be placed on the agenda for consideration at the next Board of Supervisors meeting.

- 2) Agreement with David Weaver for Agricultural Haying Services at 221 Wilmington Road

Solicitor Crotty stated that the proposal is to do agricultural haying of 221 Wilmington Road for \$500 each time.

MOTION: Supervisor DiRado moved that the Township approve the agreement as presented with David Weaver for the agricultural haying of the Township-owned property at 221 Wilmington Road. Vice Chairman Wright seconded.

Vice Chairman Wright questioned if this is the same contractor that cuts the township park.

Township Manager Swichar stated no.

Supervisor Stoff questioned what was done in prior years.

Manager Swichar stated that the arrangement with David Weaver was not done in prior years.

Shane Cloyd, township resident, questioned if the township is paying or being paid.

Manager Swichar stated the Township is being paid \$500 for each cut.

VOTE: 4-0.

3) Request for Variance at 2580 Strasburg Road (Informational)

Solicitor Crotty stated that the variance application is from the veterinarian and the request is for 15 additional parking spaces. The zoning hearing board is a quasi-judicial body.

Philip Roomet, Township resident commented that additional stormwater management is needed. Solicitor Crotty stated that the applicant would still need to apply for stormwater management through the township engineer.

6. PARK AND RECREATION BOARD

- 1) Report Submitted
- 2) Proposal from Paintings on People for Face Painting

MOTION: Supervisor DiRado made a motion that the township approve a proposal from Paintings on People in the amount of \$1040 from the Township's Park and Recreation fund for four summer special events. Vice Chairman Wright seconded.

VOTE: 4-0.

7. PLANNING COMMISSION

- 1) No Report Submitted

8. POLICE DEPARTMENT

- 1) April Police Report submitted for Board and resident review.
- 2) Purchase of Tasers from Axon, Enterprise Inc.

MOTION: Vice Chairman Wright made a motion approving the purchase of 14 Tasers and related accessories from Axon, Enterprises Inc. in the amount of \$19,541.50 from the Township's Capital Fund. Supervisor DiRado seconded.

Township Manager Swichar stated as a clarification that there are actually 4 tasers.

Chief Osborn stated that the tasers last 8-10 years. These tasers are the newest generation of tasers and the existing ones are no longer supported.

Supervisor Stoff questioned whether it would be beneficial to stagger the purchase of the tasers.

Chief Osborn stated that there would be training issues if they were using different taser models.

Supervisor DiRado questioned how the newer tasers are an improvement and whether training is included.

Chief Osborn stated that two cartridges can now be fired with the newer model so there would be no need to reload. An in-house officer will train the department.

Philip Roomet, township resident, asked a question about a speed study on his road.

Chief Osborn stated that there were discrepancies with the study and it will be redone.

VOTE: 4-0.

9. PUBLIC WORKS DEPARTMENT

1) April Road Department Report submitted for Board and resident review.

2) Recommendation to Hire Seasonal Public Works Employee

MOTION: Vice Chairman Wright make a motion to appoint Brandon Shilling as a seasonal grass cutter in the public works department at an hourly rate of \$17.00. Supervisor Lambert seconded.

VOTE: 4-0.

10. ENVIRONMENTAL ADVISORY COUNCIL (EAC)

1) No Report Submitted

11. HISTORICAL COMMISSION

1) No Report Submitted

2) Connie McLaughlin discussed a letter sent to the Board of Supervisors.

2) OLD BUSINESS: None

3) NEW BUSINESS: None

12. PUBLIC PARTICIPATION

Dennis Crook, township resident, discussed a complaint about a water ordinance.

Philip Roomet, township resident, discussed having an amendment to ACT 537.

Bruce Lane, township resident, discussed grass clippings on roadway.

Teri Dickinson, township resident, discussed the American 250 event scheduled for June 27.

Connie McLaughlin, township resident, discussed possible articles to put in the newsletter as well as a pothole that was fixed.

Shane Cloyd, township resident, discussed complaints.

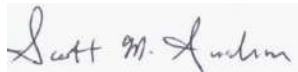
Jerry Dickinson, township resident, discussed trash collection.

13. ADJOURNMENT

MOTION: Vice Chairman Wright made a motion to adjourn the May 26, 2026, Board of Supervisors Meeting at 8:35 pm. Supervisor DiRado seconded.

VOTE: 4-0.

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read "Scott M. Swichar", is written on a light gray rectangular background.

Scott Swichar,
Township Manager/Secretary

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
June 23, 2026 **Approved Minutes**
6:30 p.m.

Members Present

Al Wright, Vice Chairman
Wilson Lambert, Member
Katja DiRado, Member
Deborah Stoff, Member
Robert Sparr, Member

Township Staff Present

Scott Swichar, Township Manager
Dave Hindman, Township Treasurer
Chad Osborn, Police Chief
Township Solicitor
Mike Crotty

1. CALL TO ORDER, SILENT MEDITATION, PLEDGE OF ALLEGIANCE

Vice Chairman Wright called the meeting to order at 6:37 PM.

2. DISCUSSION

- A. An executive session was held prior to the June 23, 2026 Board of Supervisors meeting to discuss legal and personnel issues.

B. APPROVAL OF MINUTES

May 26, 2026 BOARD OF SUPERVISORS MEETING MINUTES

MOTION: Supervisor DiRado made a motion to approve the May 26, 2026 Board of Supervisors meeting minutes as presented. Supervisor Stoff seconded.

VOTE: 5-0.

C. ELECTION OF CHAIRPERSON

Vice Chairperson Wright tabled this matter until next month.

D. PRESENTATION:

PRESENTATION BY TOWNSHIP'S SEWER ENGINEER, DAVE PORTER (ACT 537 PLAN AND POTENTIAL FUTURE SEWER SERVICE AREAS)

Mr. Porter discussed the extension of public water and sewer to the Doe Run Elementary School site. Mr. Porter stated the school district has contemplated redevelopment of this site since 2000's. The School District processed the sewage facilities module with the Township after Act 537 Plan update was approved by DEP. Mr. Porter stated that there is potential for homeowners to make connections to public sewer. However, Chapter 18B of the Township Ordinance only requires connection to the public sewer only after written notice is provided to the property owner. The ordinance is written to provide flexibility and discretion for the township to decide whether a homeowner should connect to public sewer. The Township is not required to direct homeowners to

connect to public sewer but could do so if there are issues with their existing sanitary system. Mr. Porter stated there are low interest loans through Pennvest to make a physical connection to sanitary sewer main.

Solicitor Crotty questioned if PA American provides any funding to connect to public sewer. He stated that maybe there is a way to update the ordinance to not force people to connect if they do not have a failing system.

Mr. Porter stated that for a public sewer project that is intended to service existing residential projects, infrastructure costs would be divided among customers, If the bona fide contribution is over \$20,000 depending upon length of sanitary sewer. However, if number comes in under \$20,000, the residents will not have to pay for the physical infrastructure but would only have to pay for connection to the public sewer.

Supervisor DiRado questioned when the Township's Act 537 is up for review.

Mr. Porter stated that DEP wants Townships to review the plan every ten years.

Dennis Crook, Township resident, commented on chapter 26.

Shane Cloyd, Township resident, commented on the pump station.

Supervisor Stoff questioned the difference between designed for and permitted for.

Mr. Porter stated that pump stations are designed to handle more flow than they are permitted for.

Philip Roomet, township resident, commented on the township ordinance.

PRESENTATION BY PENNONI (JOHN RENZO) ON STATUS OF MORTONVILLE BRIDGE

Mr. Renzo, from Pennoni, provided an overview of the Mortonville Road Bridge replacement. The Township's engineer has completed all environmental clearance work in preparation for the joint permit application that will need to be submitted to the DEP. Mr. Renzo stated that structural design work has begun. He stated that he believes it will be 6-9 months before permits are in hand. Once the permits are in hand, the project will be publicly bid.

Supervisor Stoff questioned if construction is limited to specific seasons.

Mr. Renzo stated that construction is not limited to the bridge, but construction will need to be timed for the stream reconstruction.

Supervisor Wright questioned if the bridge could be built before the stream restoration.

Mr. Renzo stated that the bridge replacement could take precedence, however a permit would still be needed. The stream restoration is paramount to the success of the bridge replacement. He discussed options for an emergency permit.

Lynn Poley, Township resident at 321 Martingale Circle, discussed a fire that occurred at her property.

Shane Cloyd, township resident, discussed the bridge project.

Philip Roomet, township resident, discussed the bridge project.

Connie McLaughlin, township resident, discussed the bridge structure.

Supervisor Sparr participated in the meeting remotely via Zoom. At approximately 7:50 p.m., Supervisor Sparr lost his Zoom connection and was no longer present for the remainder of the meeting.

E. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

- 1) May Westwood Fire Company Fire Chief's Report submitted for Board and resident review.
- 2) May Westwood Fire Company EMS Report submitted for Board and resident review.
- 3) May Modena Fire Company Fire Chief's Report submitted for Board and resident review.
- 4) May Modena Fire Company Fire Chief's Report – East Fallowfield Calls Only submitted for Board and resident review.
- 5) May Modena Fire Company EMS Report submitted for Board and resident review.

3. TREASURER'S REPORT

- 1) May 31, 2026 Treasurer's Report

MOTION: Vice Chairman Wright made a motion to approve the May 31, 2026 Treasurer's Report as presented. Supervisor DiRado seconded.

VOTE: 4-0.

- 2) Payment Authorizations.

MOTION: Vice Chairman Wright made a motion to approve the Payment Authorizations for the period of May 27, 2026 through June 23, 2026 in the total amount of \$216,425.01 as presented. Supervisor Lambert seconded.

VOTE: 4-0.

4. TOWNSHIP MANAGER'S REPORT

- 1) Modena Fire Company – Request for Capital Funding for 2018 Pierce Enforcer Engine

Mr. Swichar stated that the township sets aside \$36,600 every year for each fire department.

Township is served by two fire departments, Modena Fire Company and Westwood Fire Company. These funds come from the Fire/EMS fund. A total of \$73,200 a year is reserved for Fire/EMS capital purchases. Modena is requesting \$23,954.82 this year which represents their 8th installment loan payment on a 2018 Pierce Enforcer Engine.

MOTION: Supervisor DiRado made a motion to pay an eighth loan installment payment of \$20,000 to Modena Fire Company for the 2018 Pierce Enforcer Engine. Supervisor Stoff seconded.

VOTE: 4-0.

2) Resignation of Members from Municipal Building Committee

MOTION: Vice Chairman Wright made a motion accepting the resignation of Wilson Lambert from the Municipal Building Committee with the term ending 12/31/2026. Supervisor DiRado seconded.

VOTE: 4-0.

Vacant	Member 2026 to 2026	1-year term
Vacant	Member 2026 to 2026	1-year term
Katja DiRado	Member 2026 to 2026	1-year term
Vacant	Member 2026 to 2026	1-year term
John Ionata	Member 2026 to 2026	1-year term
Jerry Dickinson	Member 2026 to 2026	1-year term
Chuck Argue	Member 2026 to 2026	1-year term
Scott Swichar	Advisor	

3) Appointment of Members to the Municipal Building Committee (3 vacancies)

Note: Applications received from Eric Ramoth, John Humenick, Joe McCormick, and Shane Cloyd

MOTION: Vice Chairman Wright made a motion to appoint Eric Ramoth, John Humenick, and Joe McCormick to the Municipal Building Committee with the term ending 12/31/2026. (7 members maximum). Supervisor Stoff seconded.

Connie McLaughlin, township resident, discussed an alternate position.

VOTE: 4-0.

Eric Ramoth	Member 2026 to 2026	1-year term
John Humenick	Member 2026 to 2026	1-year term
Katja DiRado	Member 2026 to 2026	1-year term
Joe McCormick	Member 2026 to 2026	1-year term
John Ionata	Member 2026 to 2026	1-year term
Jerry Dickinson	Member 2026 to 2026	1-year term
Chuck Argue	Member 2026 to 2026	1-year term
Scott Swichar	Advisor	

4) Consideration of One-Time Bonus for Sue Sereditch

MOTION: Vice Chairman Wright moved that the Board of Supervisors approve a one-time bonus in the amount of \$2,500 for part-time employee Sue Sereditch in recognition of her exceptional service and willingness to assume additional responsibilities outside of her regular job duties during the extended medical leave of a full-time employee, thereby assisting in maintaining Township operations and services. Supervisor Lambert seconded.

Shane Cloyd, township resident, commented on the bonus.

VOTE: 4-0.

5) New Business: none

5. LEGAL

1) Statement of the Board of Supervisors regarding Federal Immigration Enforcement Activities

Solicitor Crotty stated that the board voted on this item last month however, when they reviewed the minutes, they did not hear a definitive motion and second.

MOTION: Supervisor DiRado moved that the Board approve and authorize issuance of the 'Board Statement on ICE enforcement' as presented. Supervisor Stoff seconded.

VOTE: 4-0.

2) Proposed Ordinance No. 2026-02 Updating Service Credit Calculation Formula for Volunteer Service Credits Pursuant to Act 172 of 2016

Solicitor Crotty stated that the county updated its ordinance, so we want the township to update its ordinance to match the county criteria.

MOTION: Vice Chairman Wright made a motion directing the Township Solicitor to draft and advertise 2026-02 amending Ordinance No. 2026-01, which established a volunteer service credit program for volunteer fire companies and nonprofit emergency medical services pursuant to Act 172 of 2016, to update the service credit calculation formula. Supervisor Lambert seconded.

VOTE: 4-0.

3) Consideration of Proposed Residential Rental Registration and Inspection Ordinance (Discussion Only)

Solicitor Crotty stated that the Planning Commission brought up a residential rental and inspection ordinance. The proposed ordinance is in the board's packet for review. The next step would be for the Board to authorize advertisement of the ordinance for possible adoption.

4) Easement Agreement for the Sewage Conveyance along Doe Run Road

Solicitor Crotty stated that the agreement is being updated by their office and is not ready for adoption.

5) Zoning Hearing Board Variance Application Received for 1640 Goosetown Road (Informational)

Solicitor Crotty stated that there is a variance application for a pool. A pool is treated as impervious surface for stormwater management.

6) New Business

6. ENVIRONMENTAL ADVISORY COUNCIL (EAC)

- 1) Vice Chairman stated a decision was made on the Official Federal name for an unnamed creek which will now be called Schist Creek (Informational).

Dennis Crook, township resident, commented on the draft residential rental ordinance.

Philip Roomet, township resident, commented on the draft ordinance.

Solicitor Crotty stated that the township fire marshal brought up the draft residential rental ordinance noting there was a strong need for it.

Connie McLaughlin, township resident, commented on the draft rental ordinance.

7. PARK AND RECREATION BOARD

- 1) Report Submitted
- 2) Teri Dickinson stated that the 2026 America 250 Freedom Fest event is on Saturday, June 27, 9:00-3:00pm. (Informational)
- 3) Vice Chairman Wright stated that the next 2026 Summertime Music concert event is July 17 (Informational)

8. PLANNING COMMISSION

- 1) Report Submitted

9. POLICE DEPARTMENT

- 1) May Police Report submitted for Board and resident review.
- 2) Purchase of Body Worn Cameras from Motorola Solutions

MOTION: Supervisor DiRado made a motion approving the purchase of 6 body worn cameras and related accessories from Motorola Solutions in the amount of \$11,534.84 from the Township's Capital Fund. Supervisor Lambert seconded.

VOTE: 4-0.

10. PUBLIC WORKS

- 1) May Road Department Report submitted for Board and resident review.

2) HISTORICAL COMMISSION

- 1) No Report Submitted
- 3) OLD BUSINESS: None

- 4) NEW BUSINESS: None

5) PUBLIC PARTICIPATION

Shane Cloyd, township resident, commented on right to know requests and permit software.

Sandra Simmons, township resident, commented on a sink hole in her yard. She thanked the manager and road crew for repairing the drainage. She thanked the Board of Supervisors.

Philip Roomet, township resident, commented on protected speech.

Connie McLaughlin, township resident, commented on Park Avenue Bridge closure in Valley Township.

Dennis Crook, township resident, commented on Act 537 Plan.

ADJOURNMENT

MOTION: Vice Chairman Wright made a motion to adjourn the June 23, 2026 Board of Supervisors Meeting at 8:34 pm. Supervisor DiRado seconded.

VOTE: 4-0.

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read "Scott M. Swichar", is written on a light gray rectangular background.

Scott Swichar,
Township Manager/Secretary

Appendix for MCM #3

Illicit Discharge Detection and Elimination Controls

- East Fallowfield Township IDD&E SOP (rev.2023)
- EFT MS4 Stormwater Workmap

**Standard Operating Procedure (SOP) for Clean Water Program
MCM #3 Illicit Discharge Detection and Elimination (IDD&E)
East Fallowfield Township, Chester County
March 2023**

This SOP describes the procedures by which East Fallowfield Township personnel shall handle illicit discharge complaints and incidents and perform dry weather outfall investigations, screenings and testing in the field and determine appropriate courses of action.

This SOP is intended to comply with DEP's Policy for Implementing the Department of Environmental Protection (Department) Permit Review Process

Authorized discharges

- Discharges from firefighting activities;
- Potable water sources including water line and fire hydrant flushing;
- Irrigation drainage;
- Air conditioning condensate;
- Springs;
- Water from crawl space pumps;
- Pavement wash waters where spills or leaks of toxic or hazardous materials have not occurred (unless all spill material has been removed) and where detergents are not used;
- Diverted stream flows;
- Flows from riparian habitats and wetlands;
- Uncontaminated water from foundations or from footing drains;
- Lawn watering;
- Dechlorinated swimming pool discharges;
- Uncontaminated groundwater;
- Water from individual residential car washing'
- Routine external building washdown (which does not use detergents or other compounds);
- Others as listed in the permit

Prohibited Discharges

Any drain or conveyance, whether on the surface or subsurface, that allows any non-stormwater discharge including sewage, process wastewater, and wash water

to enter the Municipality's separate storm sewer system or the Waters of the Commonwealth.

OFFICE PROCEDURES

Pollution Complaint Hotline

The public shall be made aware, through community involvement and outreach programs, the phone number or hotline for East Fallowfield Township, where citizens can easily report illicit discharge and pollution concerns. The hotline shall always be supported by prompt investigations of each complaint by trained inspectors, within 24 hours if possible. All efforts shall be made to provide considerable advertising and outreach to keep the phone number fresh in the public's mind. The following is East Fallowfield Township's main phone number and responsible personnel.

East Fallowfield Township main line – 610-384-7144

Scott M. Swichar, Township Manager/Secretary/Right to Know Officer
Tag Gathercole, Public Works

Pennsylvania Department of Environmental Protection, Southeast Emergency Response Number – (484) 250-5900

Training shall be provided to the Township Staff who might be involved with the IDD&E issues. Training shall include how to provide good customer service, the basics of illicit discharge identification and details of the tracking and reporting process.

During normal business hours (Monday through Friday, 7:00 am to 4:00 pm) calls can be made to the East Fallowfield Township office at 610-384-7144.

After hours, emergency water quality incidents should be reported through Pennsylvania Department of Environmental Protection, Southeast Emergency Response Number – (484) 250-5900. Residents that encounter a non-emergency incident are encouraged to report the problem the next business day to the East Fallowfield Township office. If after hours messages are left on the Township's voicemail, staff shall follow up with the caller the next business day.

The following table provides a list of common illicit discharges reported and the likely source or situation.

Typical call-in indicators	Likely source
Sewage smell, or floatables from a storm drain outfall during dry weather flow	Storm and sanitary sewer cross connection
Small (<6" diameter) pipe directly discharging to receiving water	Straight pipe discharge from home or business
Greatly discolored or unnatural smelling liquid (often hydrocarbons) flowing from or pooling on the property or from outfall below property	Illegal dumping of chemicals or materials into the storm sewer system
Sewage smell; extra green vegetation; saturated ground	Failing septic or sewer system
Muddy water; sediment deposits from upstream construction site	Poor erosion and sediment control

When water quality incident reports are received, the staff person receiving the information shall complete a Water Quality Incident Report Form and submit it to Guy Swift for follow up. He will either follow the investigative procedures in the section entitled "Procedures for Identifying Source of Illicit Discharge", or if the source is known, he will follow the corrective action procedures in the section entitled "Procedures for Eliminating Illicit Discharge".

FIELD INVESTIGATION PROCEDURES

Identify Priority Areas

Outfall screenings shall be prioritized according to the perceived chance of illicit discharges within the outfall's contributing drainage area and the proximity of the receiving waters. The areas of highest priority shall be investigated for signs of suspicious activities or conditions, and shall be screened at least once a year. These include all residential, industrial, mixed use parcels and roadways that discharge directly to the waters of East Fallowfield Township

Procedures for Screening Outfalls

The majority of the organized storm sewer system in the urbanized area provides drainage for residential, industrial and mixed use parcels and roadways, and contains older storm drainage infrastructure that consist mostly of localized inlets and roadside drainage ditches. Many of the outfalls are close to the roadway and can be checked by the East Fallowfield Township's road crew during normal Township maintenance.

Outfalls shall be screened during dry weather conditions. Any flow observed during these periods will likely reveal the presence of illicit discharges within the outfall's contributing drainage area.

If flow is present, the inspector will observe the flow and surrounding conditions, checking for odor, color, turbidity, sheen, floating/submerged solids, or any unusual features. If there is any indication of pollution, samples of the discharge will be promptly collected for testing, both on site and, if necessary, at a laboratory. The source of the discharge shall then be tracked back up through the storm sewer collection system serving the outfall, using mapping as a guide.

All observations and test results shall be recorded on the Outfall Reconnaissance Inventory Form, which shall be completed for each MS4 outfall, regardless of whether flow is observed or not.

All identified MS4 outfalls shall be screened at least once during each permit coverage term. For areas where past problems have been reported or know sources of dry weather flows occur on a continual basis, outfalls shall be screened annually.

During field inspections, observed spills or environmental hazards shall be immediately reported to Pennsylvania Department of Environmental Protection and the incident shall be documented using the Water Quality Incident Report Form. The Pa DEP will work with East Fallowfield Township to clean up and properly dispose of the spilled material.

Procedures for Identifying Source of Illicit Discharge

The primary field screening tool is the Outfall Reconnaissance Inventory (ORI), which is used to find illicit discharge problems and develop a systematic outfall inventory map of the MS4.

If the source of illicit discharge is traced back to an MS4 outfall, the responder shall attempt to track the discharge back through the storm sewer collection system serving that outfall.

The following table depicts some of the activities or land uses most likely associated with specific discharge problems:

Observed Discharge	Potential Causes
Clogging Sediment	Construction activity without proper erosion and sediment controls Roadway sanding operations Outdoor work areas or material storage areas
Thick Algae Growth	Fertilizer Leak or Spill Landscaping operations Hydroseeding following Construction Failing or leaking septic system
Oil	Refueling operations Vehicle or machinery maintenance activities
Sudsy discharge	Power washing of buildings Vehicle or equipment washing operations Mobile cleaning crew dumping Laundry or Cleaner Household greywater discharge
Clogged Grease	Restaurant sink drain connection to stormwater system
Sewage	Failing or leaking septic systems and overflows from public sewer systems

When visual inspections are not enough to isolate the source of the illicit discharge, a number of additional field tests can be performed, including dye testing, video testing and smoke testing.

Once the source of an illicit discharge has been identified, the investigator shall initiate private property site entry procedures (if needed), notify the property owner or operator of the problem, and provide the appropriate educational materials and/or a copy of the IDDE Ordinance or Standard Operating Procedure (SOP). The investigator shall complete the Incident Response Form, and enter all information in the database case log to document the findings.

Confirmed illicit discharge sources shall be referred to the follow-up actions and corrective action procedures described in the following section titled “Procedures for Eliminating Illicit Discharge.”

Procedures for Eliminating Illicit Discharge

Once the source of the illicit discharge is identified, any and all available methods will be used to abate the source of the discharge. If the source of illicit discharge is from another municipality or state road, those agencies will be contacted and appropriate action shall be taken to assure compliance with the MS4 program. When voluntary compliance does not produce the desired result, East Fallowfield Township is required to pursue follow-up enforcement action.

Illicit Discharge caused by sewage

One of the major illicit discharges found in a low-density development are failing septic systems. The most common and effective methods for detecting failing septic systems include homeowner surveys, surface condition analyses and detailed system inspection. In addition, the same type of sewage discharge in the storm sewer may be caused by leaking public sewer laterals, illegal cross-connections and overflow from public sewer systems

Private Property Access

If the illicit stormwater discharge is traced back to a private property that discharges to the municipal storm sewer system, the responsible person will be instructed to take immediate action to abate the discharge. Provisions shall be made by East Fallowfield Township to provide guaranteed right of entry to properties within the MS4 drainage area. If access is denied, the responder will contact other appropriate municipal staff such as the State police department, and may contact the Department of Environmental Protection for assistance. Unconsented entry shall only be used where hazardous pollutants are clearly entering the storm sewer system or waterway from the subject property and no responsible party is available to permit entry.

Public Awareness and Participation

All efforts shall be made by the municipality to ensure public awareness and participation in the MS4 program. This includes the following:

- Deicing materials shall be kept to a minimum. Anti-skid materials shall be swept in the early spring in order to keep it out of the storm sewer pipes.
- Trash and dirt shall be swept periodically through the spring and summer. Recovered materials shall be properly disposed.
- Leaves shall be vacuumed in the fall to keep them out of the storm sewer pipes.
- Animal wastes shall be promptly disposed of.
- Stored materials (salt, mulch, gravel, etc.) shall be stored out of the weather as much as possible.
- Pesticides and herbicides shall be used as little as possible.
- Automotive maintenance fluids shall be prevented from entering the storm sewer system.
- Runoff from car washing and swimming pools shall be prevented from entering the storm sewer system.
- Vehicles shall be operated safely to prevent spillage of fuel or contents during accidents. Any spillage shall be cleaned up immediately to prevent their discharge into the storm sewer system. The Department of Environmental Protection, as well as Pennsylvania Fish and Boat Commission, shall be notified of any spillages.
- On-lot septic systems shall be properly maintained.

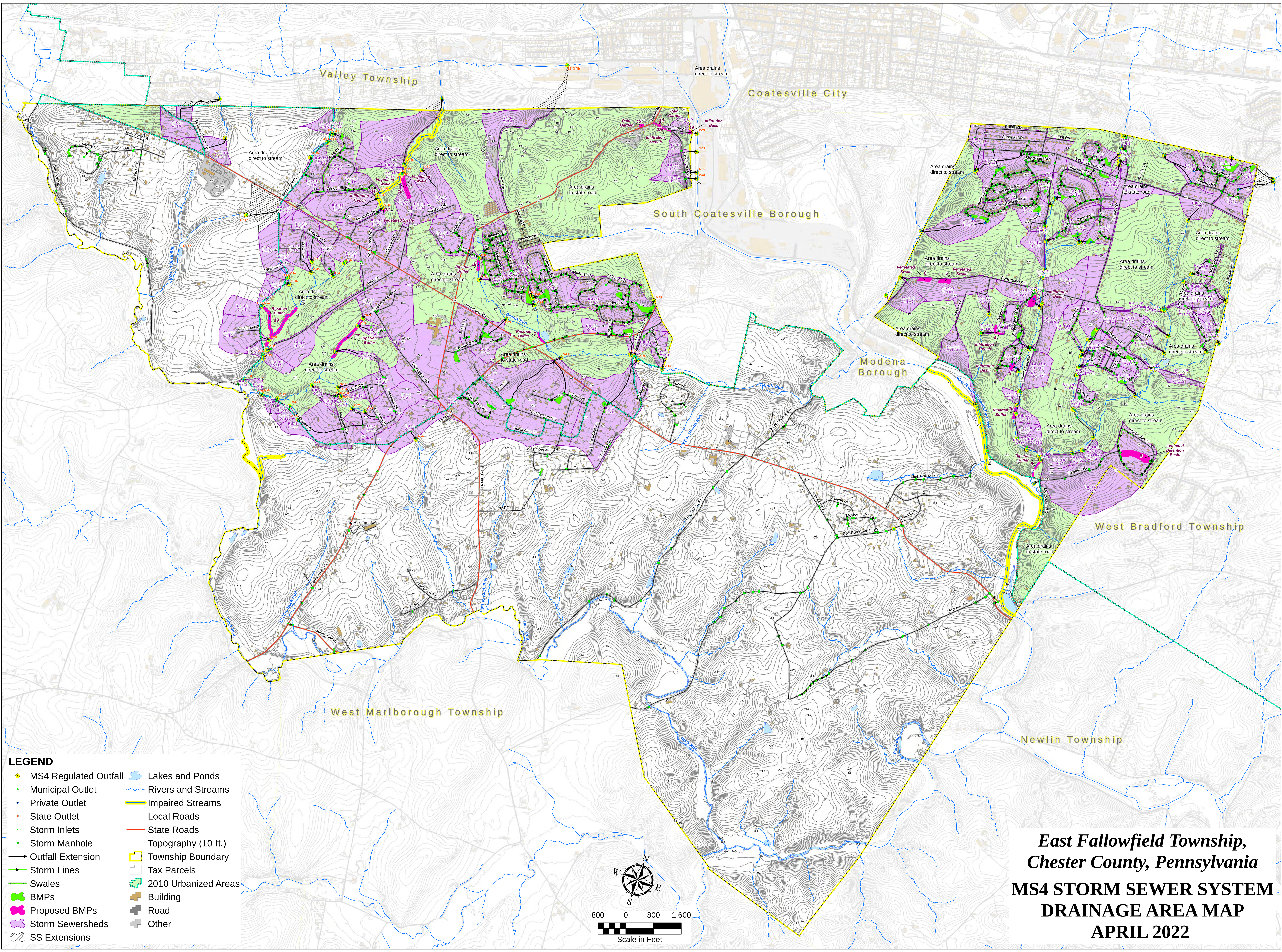
Program Documentation, Evaluation and Assessment

East Fallowfield Township is required to keep records of all stormwater program activities. Examples of the different types of information to be retained include:

- Citizen Complaints – retain Water Quality Incident Report forms
- Outfall Inspections – maintain Outfall Inspection Forms, catalog and organize photographs. Enter open case logs for suspected problem areas.
- Investigations – retain Incident Response forms, photographs, conversation records, and laboratory testing results.
- Corrective Action – in addition to the information collected during the investigation process, retain copies of compliance letters, correspondence with property owners, and proof of corrected problems such as contract and invoice for completed work or field investigation reports.

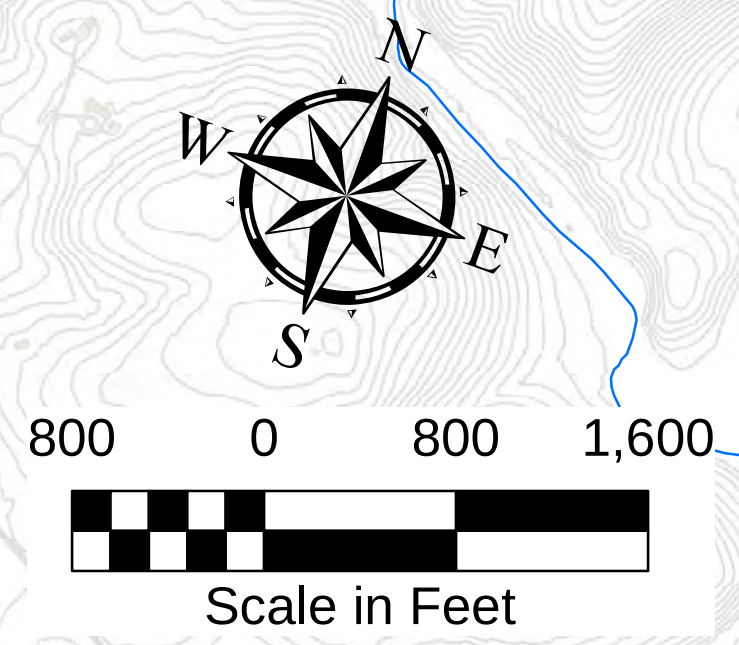
East Fallowfield Township shall integrate a tracking system that monitors Outfall Reconnaissance Inventory (ORI) results, indicator monitoring, on-site investigations, dumping and spill sites, and hotline calls.

Each program component shall be reviewed annually by Township personnel and the Township Engineer.



LEGEND

- | | |
|-------------------------|------------------------|
| • MS4 Regulated Outfall | • Lakes and Ponds |
| • Municipal Outlet | • Rivers and Streams |
| • Private Outlet | • Impaired Streams |
| • State Outlet | • Local Roads |
| • Storm Inlets | • State Roads |
| • Storm Manhole | • Topography (10-ft.) |
| → Outfall Extension | • Township Boundary |
| → Storm Lines | • Tax Parcels |
| • Swales | • 2010 Urbanized Areas |
| • BMPs | • Building |
| • Proposed BMPs | • Road |
| • Storm Sewersheds | • Other |
| • SS Extensions | |



**East Fallowfield Township,
Chester County, Pennsylvania**
**MS4 STORM SEWER SYSTEM
DRAINAGE AREA MAP**
APRIL 2022

Appendix for MCM #4

- **Construction Site Storm Water Runoff Control**
- **Construction Site Runoff Control Plan – (rev. 2023)**
- **EFT Engineer Input**

**EAST FALLOWFIELD TOWNSHIP
CONSTRUCTION SITE RUNOFF CONTROL PLAN
Minimum Control Measure #4**

March 2023

Description

Polluted stormwater runoff from construction sites often flows to MS4s and ultimately is discharged into local rivers and streams.

Pollutants Commonly Found in Construction Site Runoff:

- Sediment
- Solids & Sanitary Waste
- Phosphorus (fertilizer)
- Nitrogen (fertilizer)
- Pesticides
- Oils, & Fuels
- Concrete Residue/Wash
- Debris

Of the pollutants listed, sediment is usually the main pollutant of concern. Sources of sedimentation include agriculture, urban runoff, construction, and forestry. Sediment runoff rates from construction sites however are typically 10 to 20 times greater than those of agricultural lands, and 1,000 to 2,000 times greater than those of forest lands. During a short period of time, construction sites can contribute more sediment to streams that can be deposited naturally during several decades. The resulting siltation, and the contribution of other pollutants from construction sites, can cause physical, chemical, and biological harm to our waters.

The Construction Site Runoff Minimum Control Measure consists of Best Management Practices that focus on the reduction of pollutants to the MS4 from construction activities that result in a land disturbance of greater than or equal to one acre. Reduction of stormwater discharges from construction activities disturbing less than one acre will be considered if it is part of a larger common plan of development that would disturb one acre or more.

Described in this section is, the legal authority mechanism that will be used to require erosion and sediment controls; enforcement procedures and actions to ensure compliance; requirements for construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter and sanitary waste; procedures for site plan review which incorporate the consideration of water quality impacts; procedures for receipt and consideration of information submitted by the public; and procedures for site inspection and enforcement of control measures.

The stormwater regulations for Construction Site Runoff Control apply to privately-owned and MS4-owned and managed projects. Therefore, the goals described in this section have application to both types of projects.

Requirements

The Permit requires that an operator of a regulated small MS4 to develop, implement, and enforce a program to reduce pollutants in stormwater runoff to their MS4. The MS4 operator is required at a minimum to:

- Have an ordinance or other regulatory mechanism equivalent to the Chester County, PA Mode Stormwater Management (SWM) Ordinance with sections specific for Stormwater Discharges from Construction Sites, requiring the implementation of proper erosion and sediment controls, and controls for other wastes, on applicable construction sites;
- Address stormwater runoff from construction activities that result in a land disturbance of greater than or equal to one acre, and those construction activities that are part of a larger common plan of development that would disturb one acre or more;
- Include a law, ordinance to require a SWM for each applicable land disturbing activity that includes erosion and sediment controls that meet the State's most current technical standards;
- Have procedures for site plan review of SWM that consider potential water quality impacts and consistency with State and local sediment and erosion control requirements;
- MS4 must also have trained individuals performing the reviews, all sites of one acre or greater must be reviewed and an MS4 Acceptance Form must be completed;
- Have procedures of site inspection and enforcement of control measures;
- Have sanctions to ensure compliance (established in ordinance or other regulatory mechanism);
- Establish procedures for the receipt and consideration of information submitted by the public (i.e. Complaints); and
- Describe procedures for site inspections and enforcement of erosion and sediment control measures including steps to identify priority sites for inspection and enforcement based on the nature of construction activity, topography, and the characteristics of the receiving waters;
- Educate construction site owner/operators, design engineers, municipal staff and other individuals to whom these regulations apply about the municipality's stormwater construction requirements
- Ensure that construction site operators have received erosion and sediment control training before they do work within the MS4 and maintain records of that training.
- Establish and maintain an inventory of active construction sites, including the location of the site, owner/operator contact information;
- Develop, record, periodically assess and modify as needed measurable goals; and
- Determine the appropriate BMPs and measurable goals for this minimum control measure to ensure the reduction of all Pollutants of Concern (POCs) in stormwater discharges to the Maximum Extent Practicable.

Methodology

The East Fallowfield Township has adopted a Stormwater Management Ordinance in 2023. This ordinance authorizes the Township to enforce a program that reduces pollutant runoff from construction sites.

The Township is responsible for:

- Reviewing SWMPs – with the aid of Town Engineering
- Inspecting Construction Sites
- Enforcing permit requirements on developers/owners/operators that do not comply with regulations.

The East Fallowfield Township will also provide information on available training to developers, contractors, and design engineers in order to inform them of the regulations.

East Fallowfield Township maintains an inventory of active construction sites, and inactive permitted construction sites. *Appendix A* ‘Construction Activity Permits’. The Town periodically reviews and updates the construction permit database.

Goals

Plan Review Goals:

- Amend the stormwater law as necessary to maintain the Pennsylvania stormwater standards and requirements as defined by the current or any future PADEP permits pertaining to stormwater management activities.
- Maintain, document, and further implement existing procedures for the public to request information, and to relay concerns to the representative of the municipality.
- Maintain, document, and further implement existing internal tracking and plan review procedures to cover the following issues:
 - Conformance to local stormwater regulations
 - Appropriate use of temporary erosion controls
 - Inclusion of any required local, state, and/or federal stormwater permit documents
- Provide training for any township representatives that will be completing the construction plan reviews for the township, including planning and zoning boards.
- Conduct SWMP review (with assistance from Township Engineer) for all sites within Tinicum Township where disturbance is one acre or greater to ensure consistency with State and local sediment and erosion control requirements and complete the SWMP Acceptance Form.

- Educate the local construction community on the construction plans review process.
- Follow standard Township Approval Process and provide notice to the public that a project will be open for review and comment.
- Notify owners/operators of local construction sites who are in violation of the standards as defined by the General Construction Permit.
- Maintain records of plans reviewed and approved under this program.

Construction Inspection Goals:

- Maintain, document, and further implement existing inspection forms and procedures based on the adopted local laws regulating construction sites within Tinicum Township that disturb one acre of land or more.
- Conduct and report on inspection procedures and educational efforts to familiarize township staff and the local construction community with local stormwater regulations relating to construction activities.
- Maintain, document, and further implement existing internal procedures for tracking new and on-going construction activities.
- Take action against owners and/or operators of local construction sites that are in violation of local construction stormwater regulations using the enforcement regulation outlined in the adopted local laws.
- Maintain records of construction site inspections, enforcement actions, and corrective actions.
- Educate municipal staff and the local construction community with regards to local inspection procedures.
- Inspect and maintain records of all construction sites where one acre of land or more is being disturbed using appropriate inspection procedures and forms to ensure compliance with local stormwater regulations.

East Fallowfield Township Engineers Input:

Regarding ongoing projects:

1. Subdivision Land Development

- Ridgecrest – Completed, NPDES NOT issued
- Pelham Place/Fieldstone – Construction halted
- Bawa – Ongoing construction/site observations; NPDES permitted site

2. SWM/E&S

- Respond to typical complaints; refer to Conservation District/PADEP when warranted
- Provide typical permitting tasks and construction oversight for Twp.-permitted SWM/E&S permits, including but not limited to:
 - 850 S. Caln Road
 - 700 Fairview Road
 - 2401 Strasburg Road
 - 250 Fairview Road
 - 5 Primus Farm Lane
 - 3 Jane Street
 - 2290 West Chester Road
 - 216 Windy Hill Road
 - 13 Juniata Drive
 - 355 Fairview Road



EAST FALLOWFIELD TOWNSHIP

2264 Strasburg Road
East Fallowfield, PA 19320-4437
Phone (610) 384-7144 ○ Fax (610) 384-7143

BOARD OF SUPERVISORS

Wilson T. Lambert Jr.
Joe Heffern
Al Wright
Katja DiRado
John Nielsen

TOWNSHIP MANAGER

Scott M. Swichar

TOWNSHIP TREASURER

Lisa Ionata

August 30, 2023

Mr. Wesley E. Maughan
55 Glen Lee Road
Coatesville, PA 19320

Re: **NOTICE OF VIOLATION/CEASE AND DESIST**
UPI #47-5-21.6
Grading and Stormwater Management

Dear Mr. Maughan:

Pennoni is the appointed Township Engineer for East Fallowfield Township. Please be advised that our office was recently notified of prior and ongoing disturbance at the above referenced property. A review of Township files indicates that no Stormwater Management Permit Application was received by the Township, nor was a Stormwater Management Permit issued. Disturbance extends throughout the property, including additional impervious coverage installation, possible encroachments and/or modifications to an existing stormwater management basin, and possible encroachment onto adjacent properties; erosion and sediment controls do not appear to be present. You are hereby ordered to cease all such actions and prepare an engineered plan to remediate the site.

Earth disturbance is "*Regulated Activity*" in accordance with East Fallowfield Code, Chapter 23 - Stormwater Management and defined as "*any earth disturbance activity(ies) or any activity that involves the alteration or development of land in a manner that may affect stormwater runoff.*"

Chapter 23

1. §23-105.2 — Any landowner or person engaged in the alteration of land which may affect stormwater runoff characteristics shall implement such measures as are reasonably necessary to prevent injury to health, safety, or other property. Such measures also shall include actions as are required to manage the rate, volume, direction, and quality of resulting stormwater runoff in a manner which otherwise adequately protects health, property, and water quality of waters of the commonwealth.
2. §23-105.3.A — Any regulated activity that occurs in sequential projects on the same parcel or property, shall be subject to regulation by this chapter if the cumulative proposed impervious surface or earth disturbance exceeds the corresponding threshold for exemption.
3. §23-105.3.B — The date of adoption of this chapter (September 23, 2014) shall be the starting point from which impervious surface and earth disturbance computations shall be cumulatively considered. It appears from aerial

photography available through Chester County that significant regulated activities have taken place between 2014 and present without permits. These activities shall be accounted for when making application for a Stormwater Management Permit.

4. §23-301.10 — For all regulated activities, erosion and sediment control BMPs shall be designed, implemented, operated, and maintained during the regulated activities (i.e., during construction) as required to meet the purposes and requirements of this chapter, to meet the erosion and sediment control requirements of the municipality, if applicable, and to meet all requirements under Title 25 of the Pa. Code and the Clean Streams Law.
5. §23-303.1.B — No regulated activity within the municipality shall commence until an erosion and sediment control plan has been approved by the municipality.
6. §23-804.1 — No person shall modify, remove, Bill, landscape, alter, or impair the effectiveness of any stormwater BMPs, conveyances, facilities, areas or structures, unless the activity is part of an approved maintenance program, without the written approval of the municipality.
7. §23-804.2 - No person shall place any structure, fill, landscaping, additional vegetation, yard waste, brush cuttings, or other waste or debris into a BMP or conveyance, or within a stormwater easement, that would limit or alter the functioning of the stormwater BMP or conveyance, without the written approval of the municipality.
8. §2o-903.5 — In the event that the Municipal Engineer or other designee finds that a person has violated a provision of this chapter, the municipality may order compliance by written notice of the violation to the landowner.

By performing regulated activities without a required permit, you have violated Chapter 23 of East Fallowfield Code (Ordinance 2014-02) and Ordinance 2022-03, which is punishable by a fine of up to \$1,000 for each violation and for each day any violation continues.

In addition to Stormwater Management Permit approval required, you may also need the following permits or approvals depending upon the extent of earth disturbance and impervious coverage:

1. Zoning relief from the Zoning Hearing Board
2. Road Opening Permit
3. Building Permit
4. Any other applicable permits or approvals

This letter serves as notice that you are hereby **ORDERED to IMMEDIATELY CEASE AND DESIST ALL UNPERMITTED REGULATED ACTIVITIES** at the premises and to submit a Stormwater Management Permit Application and plans accounting for all regulated activities since inception of Ordinance 2014-02 within 30-days of the date of this letter.

Failure to immediately cease all regulated activities, and failure to apply for and receive any and all required permits and approvals for the presently unapproved and unpermitted work you have performed on the Property will result in the Township bringing legal action against you. Such legal action may result in fines or a civil judgment, including the cost of the Township's attorneys' fees incurred in bringing such legal action. If you have an attorney, please provide this correspondence to them at once.

Cease and Desist
UPI #47-5-21.6
08/30/2023
Page 3

Sincerely,



Nathan M. Cline, PE
Township Engineer

cc: Rob McLarnon, Code and Zoning Officer
Scott Swichar, Township Manager
Michael Crotty, Esq., Township Solicitor



COMMONWEALTH OF PENNSYLVANIA
NON-TRAFFIC CITATION R3321027-3-3

1. Magisterial District Number
15-3-07

2. District Number
3. Social Security Number

4. Address of Magisterial District Office
315 First Ave, Bldg 3, Pottsville PA 19361-0578

5. Driver's Number
PA 19361-0578

6. Sex
Male

7. Defendant's Name - First
Wesley

8. Defendant's Address (Street/City/State/Zip Code)
55 Glen Lee Lane East Fallfield PA 19320

9. Residence
10. Sex
Male

11. Date of Birth (MM/DD/YYYY)
05/01/1959

12. Resident Status
Resident

13. Date Issued
08/30/23

14. Date Received
08/30/23

15. Criminal Misdemeanor
Disorderly Conduct

16. Criminal Felony
Disorderly Conduct

17. Criminal Misdemeanor
Disorderly Conduct

18. Criminal Felony
Disorderly Conduct

19. Criminal Misdemeanor
Disorderly Conduct

20. Criminal Felony
Disorderly Conduct

21. Criminal Misdemeanor
Disorderly Conduct

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Disorderly Conduct

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Disorderly Conduct

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Disorderly Conduct

69. Criminal Misdemeanor
Disorderly Conduct

70. Criminal Felony
Disorderly Conduct

71. Criminal Misdemeanor
Disorderly Conduct

72. Criminal Felony
Disorderly Conduct

73. Criminal Misdemeanor
Disorderly Conduct

74. Criminal Felony
Disorderly Conduct

75. Criminal Misdemeanor
Disorderly Conduct

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81. Criminal Misdemeanor
Disorderly Conduct

82. Criminal Felony
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93. Criminal Misdemeanor
Disorderly Conduct

94. Criminal Felony
Disorderly Conduct

95. Criminal Misdemeanor
Disorderly Conduct

96. Criminal Felony
Disorderly Conduct

97. Criminal Misdemeanor
Disorderly Conduct

98. Criminal Felony
Disorderly Conduct

99. Criminal Misdemeanor
Disorderly Conduct

100. Criminal Felony
Disorderly Conduct

R3321027-3-3

Appendix for MCM #5
PCSM in New Development

- **Post-Construction Storm Water Management Plan**
- **PCSWM BMPs Inspection Reports and Inspection tracking spreadsheet.**

East Fallowfield Township
Post-Construction Storm Water Management
March 2023

The Post Construction Storm Water Management Minimum control measure focuses on reducing the flow of pollutants from new impervious surfaces. Methods to treat, store, and infiltrate the flow onsite to keep the new flow from introducing pollutants.

Implement and Enforce Ordinance

Description: The Township Storm Water Management Ordinance governs post-construction storm water runoff. Storm water controls are inspected by the Township engineer during construction and when it is completed. This is complaint driven due to the number of employees.

Responsibility: Storm Water Coordinator
Frequency: When complaints are received

Ensure all Post-construction Storm Water Management BMP's are built as designed, operated and maintained properly

Description: All Storm Water management facilities are inspected by the Township engineer after they are completed to be sure they are operating and built correctly.

Responsibility: Storm Water Coordinator
Frequency: When facility construction is completed and when complaints are received

Operator-Owned Storm Water Management Inspection Procedures

Description: Operator owned storm water facilities built after June 3, 2004 will have a storm water facilities and best management practices operations and maintenance agreement and declaration of easement on file at the Township office which will describe the maintenance requirements for the storm water facilities that are the responsibility of the owner. It will include language permitting the Township to make corrective action as is necessary to bring the premises into compliance. This agreement will apply to any future owners of the premises.

Responsibility: Owner
Frequency: When facility is planned

Description: Operator owned storm water facilities built after September 6, 2023 (adoption date of new storm water ordinance) require an annual report be submitted to the Township documenting the inspection of all privately owned storm water facilities built after that date.

PCSM BMP INVENTORY AND INSPECTION LOG														
FACILITY_ID	TYPE	LENGTH	WIDTH	DEPTH	OWNER	INSTALL_DATE	DA_ID	Symbol	UA	Latitude	Longitude	PRP	Inspection Date	Inspector's Name
EFT_BMP_1	Detention						114	Detention Basin	1	39° 58' 9.831" N	75° 47' 9.165" W	STONE CREEK HOA		
EFT_BMP_2	Detention						117	Detention Basin	1	39° 58' 4.179" N	75° 47' 13.271" W	STONE CREEK HOA		
EFT_BMP_3	Detention						118	Detention Basin	1	39° 57' 50.593" N	75° 47' 8.759" W	STONE CREEK HOA		
EFT_BMP_4	Detention						142	Detention Basin	1	39° 57' 58.291" N	75° 46' 42.570" W	FIELDSTONE TRI CORNER LLC		
EFT_BMP_5	Detention						144	Detention Basin	1	39° 57' 56.578" N	75° 46' 28.374" W	FIELDSTONE TRI CORNER LLC		
EFT_BMP_6	Detention						141	Detention Basin	1	39° 58' 2.260" N	75° 46' 42.719" W	FIELDSTONE TRI CORNER LLC		
EFT_BMP_7	Detention						155	Detention Basin	1	39° 58' 13.500" N	75° 46' 4.664" W	ALBERT ERIC S &		
EFT_BMP_8	Detention						91	Detention Basin	1	39° 59' 5.693" N	75° 46' 8.013" W	BRINTON STATION HOA		
EFT_BMP_9	Infiltration - Dry						117	Infiltration - Dry	1	39° 57' 59.569" N	75° 47' 9.849" W	STONE CREEK HOA		
EFT_BMP_10	Infiltration - Dry						145	Infiltration - Dry	1	39° 58' 3.378" N	75° 46' 27.557" W	FIELDSTONE TRI CORNER LLC		
EFT_BMP_11	Infiltration - Dry						159	Infiltration - Dry	1	39° 58' 37.036" N	75° 46' 12.166" W	MALANDRUCCO JOSEPH		
EFT_BMP_12	Infiltration - Dry						157	Infiltration - Dry	1	39° 58' 29.590" N	75° 46' 7.284" W	SALVATORE JOHN P JR		
EFT_BMP_13	Infiltration - Dry						156	Infiltration - Dry	1	39° 58' 17.232" N	75° 46' 1.815" W	WOODWARD SCOTT A		
EFT_BMP_14	Detention						156	Detention Basin	1	39° 58' 17.106" N	75° 46' 0.351" W	LUTZ BRIAN		
EFT_BMP_15	Detention						95	Detention Basin	1	39° 59' 4.081" N	75° 46' 16.234" W	BRINTON STATION HOA		
EFT_BMP_16	Infiltration - Dry						59	Infiltration - Dry	1	39° 57' 32.653" N	75° 49' 23.435" W	BRANFORD DEVELOPMENT CORP		
EFT_BMP_17	Infiltration - Dry						57	Infiltration - Dry	1	39° 57' 27.161" N	75° 50' 0.282" W	BRANFORD DEVELOPMENT CORP		
EFT_BMP_18	Detention						0	Detention Basin	1	39° 57' 22.700" N	75° 49' 53.659" W	EAST FALLOWFIELD TOWNSHIP		
EFT_BMP_19	Infiltration - Dry						61	Infiltration - Dry	1	39° 57' 20.978" N	75° 49' 12.421" W	MAUGHAN WESLEY E &		
EFT_BMP_20	Infiltration - Dry						55	Infiltration - Dry	1	39° 57' 25.088" N	75° 50' 5.960" W	EAST FALLOWFIELD TOWNSHIP		
EFT_BMP_21	Infiltration - Wet						58	Infiltration - Wet	1	39° 57' 24.959" N	75° 49' 27.132" W	BRANFORD DEVELOPMENT CORP		
EFT_BMP_22	Detention						59	Detention Basin	1	39° 57' 33.895" N	75° 49' 34.462" W	BRANFORD DEVELOPMENT CORP		
EFT_BMP_23	Detention						60	Detention Basin	1	39° 57' 24.825" N	75° 49' 20.891" W	DUNPHY SHANNON R		
EFT_BMP_25	Infiltration - Dry						2	Infiltration - Dry	1	39° 57' 2.094" N	75° 50' 24.054" W	C & M HOUSING SOLUTIONS LLC		
EFT_BMP_29	Detention						3	Detention Basin	1	39° 57' 10.789" N	75° 50' 16.317" W	VELEZ CANDICE NICOLE		
EFT_BMP_30	Infiltration - Wet						2	Infiltration - Wet	1	39° 56' 52.141" N	75° 50' 6.309" W	KIM PAUL H		
EFT_BMP_31	Infiltration - Dry						170	Infiltration - Dry	1	39° 58' 27.728" N	75° 47' 35.593" W	PROVIDENCE HILL HOA		
EFT_BMP_32	Infiltration - Dry						78	Infiltration - Dry	1	39° 58' 41.291" N	75° 47' 18.112" W	PROVIDENCE HILL HOA		
EFT_BMP_33	Infiltration - Dry						88	Infiltration - Dry	1	39° 58' 50.198" N	75° 46' 59.037" W	VERMONT SHARON		
EFT_BMP_34	Infiltration - Wet						82	Infiltration - Wet	1	39° 58' 31.338" N	75° 46' 56.414" W	MANCHESTER FARMS HOA		
EFT_BMP_35	Infiltration - Dry						1	Infiltration - Dry	1	39° 57' 3.223" N	75° 49' 26.934" W	EZEKIEL KYLE		
EFT_BMP_37	Infiltration - Dry						2	Infiltration - Dry	1	39° 57' 0.324" N	75° 49' 43.099" W	MARVEL-LIBBY KELLY &		
EFT_BMP_38	Detention						77	Detention Basin	1	39° 58' 50.191" N	75° 47' 22.107" W	PROVIDENCE HILL HOA		
EFT_BMP_39	Detention						77	Detention Basin	1	39° 58' 49.599" N	75° 47' 25.775" W	PROVIDENCE HILL HOA		
EFT_BMP_40	Detention						77	Detention Basin	1	39° 58' 42.517" N	75° 47' 36.242" W	PROVIDENCE HILL HOA		
EFT_BMP_41	Detention						170	Detention Basin	1	39° 58' 27.555" N	75° 47' 39.709" W	PROVIDENCE HILL HOA		
EFT_BMP_42	Detention						79	Detention Basin	1	39° 58' 35.045" N	75° 47' 18.261" W	PROVIDENCE HILL HOA		
EFT_BMP_43	Infiltration - Wet						88	Infiltration - Wet	1	39° 58' 54.132" N	75° 46' 59.460" W	NORTH WOODS HOMEOWNERS ASSOCIATION		
EFT_BMP_44	Detention						84	Detention Basin	1	39° 58' 30.241" N	75° 47' 7.343" W	MANCHESTER FARMS HOA		
EFT_BMP_45	Detention						111	Detention Basin	1	39° 57' 58.690" N	75° 47' 18.015" W	STONE CREEK HOA		
EFT_BMP_46	Infiltration - Dry						83	Infiltration - Dry	1	39° 58' 31.850" N	75° 47' 1.455" W	MANCHESTER FARMS HOA		
EFT_BMP_47	Wet Pond						35	Wet Pond	1	39° 57' 38.808" N	75° 51' 10.036" W	STRASBURG HUNT HOA		
EFT_BMP_48	Wet Pond						36	Wet Pond	1	39° 57' 35.124" N	75° 51' 6.921" W	LACOUR DAVID &		
EFT_BMP_49	Rain Garden						24	Rain Garden	1	39° 57' 2.607" N	75° 50' 57.433" W	HAGAN GEORGE JAMES		
EFT_BMP_50	Detention Basin						27	Detention Basin	1	39° 57' 13.572" N	75° 51' 17.566" W	MCMINIMEE HARRY E &		
EFT_BMP_51	Wet Pond						42	Wet Pond	1	39° 57' 51.282" N	75° 51' 30.285" W	STRASBURG HUNT HOA		
EFT_BMP_52	Wet Pond						54	Wet Pond	1	39° 57' 28.883" N	75° 50' 24.655" W	BROOK CROSSING HOMEOWNERS		
EFT_BMP_53	Wet Pond						26	Wet Pond	1	39° 57' 17.909" N	75° 51' 14.228" W	MCMINIMEE HARRY E &		
EFT_BMP_54	Wet Pond						2	Wet Pond	1	39° 56' 55.405" N	75° 50' 0.058" W	CURTIS JONATHAN		
EFT_BMP_55	Wet Pond						86	Wet Pond	1	39° 58' 40.660" N	75° 47' 10.995" W	MANCHESTER FARMS HOA		
EFT_BMP_56	Wet Pond						139	Wet Pond	1	39° 58' 7.109" N	75° 46' 44.073" W	STOMBAUGH NED A		

Appendix for MCM #6
Pollution Prevention/Good Housekeeping Programs for
Municipal Operations

- **Good Housekeeping – (rev. 2023)**
- **EFT Training program**
- **MCM#6 Pollution Prevention /Good Hose Keeping Flyer**

EAST FALLOWFIELD TOWNSHIP
POLLUTION PREVENTION/ GOOD HOSEKEEPING
FOR MUNICIPAL OPERATIONS

March 2023

This control measure focuses on ensuring that the East Fallowfield Township facilities and operations are managed in ways that minimize contamination to storm water discharges from the facilities. Facilities may include Township owned buildings, Parks and Highway Maintenance facilities and infrastructure. Operations and maintenance activities addressed may include street and bridge maintenance, road salt storage and application, vehicle and fleet maintenance, storm water system maintenance, and pesticide and fertilizer applications.

Municipally Owned Storm Water Facilities

Description: Municipally owned storm water facilities are inspected at least once a year. Repairs and maintenance are completed as needed to prevent potential pollutants and debris from clogging the system. Facilities include the Township Administration Building, Police Building, Township Park, Salt shed/storage garages, and Township dedicated roads and stormwater facilities.

Responsibility: Township Manager, Public Works Foreman

Frequency: Annually

Municipal Vehicle/Equipment Operation & Maintenance

Description: Basic work is done on the trucks and equipment in the maintenance building with concrete floors by Public Works employees. Oil dry and absorbent mats are available in case of any leakage. Spill control kits are kept on hand at the building and training is given to all employees on how and when to use the spill control kits. Containment pallets are available to catch oil at the shop and the salt shed. Oily rags go into a bucket until taken for cleaning. Oily rags are sent to the uniform company for cleaning. Oil dry gets picked up and put in trash container. Drain pans are used to catch oil and put into a large container to be taken to a local disposal facility. All trucks are washed at a local Car Wash. Tractors, loaders, backhoe, and mowers are washed at the shop. Any grease that falls off in lumps are picked up and disposed of in the trash.

Responsibility: Township Manager, Public Works Foreman

Frequency: On going

Training for Municipal Employees

Description: Training is provided to Public Works employees and documentation kept on each training event for:

- Recognition and reporting of illicit discharges.
- Good housekeeping and pollution prevention in and around the maintenance and Public Works facilities
- Good housekeeping and pollution prevention to be employed during road, street, and parking lot maintenance.
- Good housekeeping and pollution prevention to be employed around recreational facilities.
- Emergency response employees will have training in spill responses.

Responsibility: Township Manager, Public Works Foreman
Frequency: Annually and on going

Conveyance System Inspection and Cleaning Program

Inspect and clean all conveyance system structures (including ditches, piping, basins and manholes) on a regular basis to remove potential pollutants and debris, prevent clogging of the system, restore system capacity and ensure the system functions properly.

Responsibility: Township Manager, Public Works Foreman
Frequency: On going

De-Icing Materials Application and Storage Program

Salt is currently stored in a building with concrete floors and walls with a roof and sliding doors. There is a concrete apron extending away from the building to a stoned storage area. A diked area is downhill from the salt shed to catch any salt or stone runoff that may occur. Any spillage is cleaned from the concrete area after usage. The minimum amount of salt necessary is used for deicing. Whenever possible, snow stockpiles are stored in a way that they do not block storm water inlets and away from environmentally sensitive areas such as streams, lakes, and swales.

Responsibility: Township Manager, Public Works Foreman
Frequency: On-going

Spill Prevention Control and Countermeasure Plan

A spill prevention control and countermeasure plan has been developed for the Township and is updated regularly. The plan is implemented to reduce the risk of hazardous material entering the storm sewer system and the waterways within the Township.

Responsibility: Township Manager, Public Works Foreman
Frequency: On-going

Hazardous Materials and Chemical Storage

Inspect and evaluate storage locations and the method of storing hazardous materials and chemicals to ensure compliance with State and EPA regulations and to ensure proper disposal of these materials. Have hazardous materials identified. Monitor the inventory for opportunities to reuse, recycle or reduce the amount of the hazardous materials used by the Township.

Report the spills as they occur and clean them up as is appropriate. Spill training is given to employees who use any of the hazardous materials. Hazardous materials are disposed of at an appropriate facility.

Responsibility: Township Manager, Public Works Foreman
Frequency: On-going

Oil and Antifreeze Recycling

All vehicle maintenance is contracted out to local service providers. Spills are cleaned up with appropriate spill materials.

Responsibility: Township Manager, Public Works Foreman

Frequency: On-going

Storage of Erodible Materials

Monitor the locations where erodible materials are being stored on Township property to check for the possibility of storm water pollution. Prevent the storage of erodible materials from causing storm water pollution. A minimal amount of erodible materials are kept at the storage yard. Stone is kept on a stone-based lot with a concrete wall behind it to retain a grass area along one side and a retaining dike down grade from the pile to catch any runoff.

Responsibility: Township Manager, Public Works Foreman

Frequency: On-going

Fertilizer & Pesticide Application

The application of fertilizers and pesticides is conducted by a contractor licensed in accordance with Pennsylvania state law for applying fertilizers and pesticides. The minimum amount of fertilizer and pesticide is applied to get the job done.

Responsibility: Township Manager, Public Works Foreman

Frequency: On-going

Storage of Asphalt

When asphalt is removed from a road during repairs, the asphalt is hauled to the storage area to stockpile it until it can be taken to be recycled at Burkholder Paving. The storage area is stone based with a concrete jersey barrier wall behind it, so nothing gets into the grass. There is a dike down grade as well to catch any possibility of run off.

Responsibility: Township Manager, Public Works Foreman

Frequency: On-going

Storage of Paint

Paints are stored on a shelf at the shop. It is mostly spray paint or household paint. We do not have any containers for line painting. The line painting is contracted out each year. Painter thinner is stored above spill containment pallets with absorbent pads under the containers.

Responsibility: Township Manager, Public Works Foreman

Frequency: On-going

Storage of Equipment

All equipment is stored inside a building. Floors are cleaned up fairly regularly. IF there are any leaks, oil dry or absorbent mats are used to clean it up. Spill containment kits are in the building for use as needed.

Responsibility: Township Manager, Public Works Foreman

Frequency: On-going

Storage of Pipe

Pipes which are being replaced are taken back to the storage yard and placed alongside the berm of the diked area to contain any runoff or pollutants. They are taken to an appropriate recycle center periodically.

Responsibility: Township Manager, Public Works Foreman

Frequency: On-going

Painting Policy

Drop cloths or cardboard are used to help reduce small spills. Spills are to be wiped up right away with rags or paper towels which are to be disposed of in the dumpster in a way that they can dry. Empty paint cans are cleaned and then disposed of in the dumpster. Oil base paints are cleaned up with mineral spirits and then put in a container to be disposed. Unused paint is spread on cardboard and allowed to dry and then the cardboard is disposed of in the dumpster.

Responsibility:

Township Manager,
Public Works Foreman
Roadmaster

Frequency: On-going

Building and Grounds Policy

The primary goal is to prevent pollution run off while working on the buildings. Appropriate measures are used to prevent soap and oil run off from getting into the water ways. Drop cloths are used while painting to catch spills. While mowing, any leaks are cleaned up promptly as you would a spill of that particular item.

Responsibility: Director of Operations/Road Master

Frequency: On-going

Road and Street Maintenance

Road maintenance is done in the summer months. When repairing road surfaces, if the paving is cut and excavated, silt is swept up prior to the end of the day to prevent silt from running into the storm drains or streams.

All line painting is contracted out and we do not paint when the roadways are wet, or rain is expected. Paint is loaded in the Township parking lot away from drains.

Oil and chip surfacing of the roads is contracted out. Contractors use the minimal amount of materials to complete the job.

Responsibility: Director of Operations/Road Master
Frequency: On-going

Winter Road Maintenance

A minimal amount of salt necessary to deice the roads is used, considering temperature. Whenever possible, snow stock piles are placed away from storm water inlets and streams. Salt spreaders are calibrated to ensure proper application. Vehicles are washed after salting operation at a local car wash if possible and are stored inside.

Responsibility: Director of Operations/Road Master
Frequency: On-going

Procedures for oily rags

Oily rags are placed in a bucket at the Township garage to be sent off weekly for cleaning.

Responsibility: Director of Operations/Road Master
Frequency: On-going

Oil Change policy

Vehicle oil is changed at local service provider shops. Oil dry and pig absorbing mats are nearby if needed for spills.

Responsibility: Director of Operations/Road Master
Frequency: On-going

Oil spills

Each truck has a absorbent pig pads on board. When there is a major leak, containment socks, oil dry and absorbent pig pads are used. Oily pads go into a bucket for disposal. Excess oil from the pads is dumped into a waste oil drum at the shop. Each garage where equipment is stored has large containment kits. Waste oil drums contents are disposed of properly.

Responsibility: Director of Operations/Road Master
Frequency: On-going

Fueling Equipment and Trucks

All equipment and vehicles are monitored as they are filled. Tanks are not overfilled or "topped" off. If there is a spill, oil dry or containment pads are used to clean the spill. Only fueling takes place in the fueling area. Components are inspected for corrosion, leaks damage regularly and replaced as needed. Leaking vehicles are addressed, as necessary. Tanks are located on concrete and fueling area is stoned in to minimize contamination. Above ground tanks are supplied with suitable secondary containment. Spill clean- up supplies are readily available at the fueling area. Fueling is done on a concrete slab.

Responsibility: Director of Operations/Road Master

Frequency: On-going

Trash Removal

Trash is placed in the dumpster and the dumpster is emptied periodically by the trash hauler.

Responsibility: Director of Operations/Road Master

Frequency: On-going

Inspection of Storm Water Facilities

Storm water inlets are inspected during cold weather when a warmer spell is expected to facilitate snow melt run off. They are also inspected at various times after large storms in other weather. Inlets are marked for cleaning and vacuuming as needed.

Detention basins, swales and ditches are inspected annually to check for sediment accumulation, trash and weeds. These are cleaned out as needed to allow water to continue to move.

Responsibility: Director of Operations/Road Master

Frequency: On-going

Inspection of Parks

Parks are inspected weekly during the warmer weather months and bi-weekly during the colder weather months and debris is cleaned up in park as well as in parking lots and in culverts.

Responsibility: Director of Operations/Road Master

Frequency: On-going

Inspection of Parking Lots

Parking lots are inspected several times a year. They are swept in the spring, if needed. Sweepings are disposed of at landfill by a hauler.

Responsibility: Director of Operations/Road Master

Frequency: On-going

**EAST FALLOWFIELD TOWNSHIP
TRAINING PROGRAM FOR EMPLOYEES**

MCM #6 – POLLUTION PREVENTION / GOOD HOUSEKEEPING

March 2023

Training shall be designed specifically for different departments and their duties and daily operations and how those duties and operations relate to stormwater management. The Township will document training activities, employees in attendance, and other applicable information. The objective is to train municipal employees on stormwater management and various ways to minimize or prevent pollutant discharges.

Training shall be designed to include the following:

- Annual training to Public Works personnel in the recognition and reporting of illicit discharges.
- Annual training to Public Works personnel in good housekeeping and pollution prevention practices that are to be employed during road, street, and parking lot maintenance.
- Annual training to Public Works personnel in good housekeeping and pollution prevention practices that are to be employed in and around maintenance and P Public Works facilities.
- Annual training to Public Works personnel in good housekeeping and pollution prevention practices that are to be employed in and around recreational facilities.
- Public Works personnel shall have training in spill response.
- Office and Public Works personnel shall have training in how to respond to a complain regarding an illicit discharge.

Keep documentation on each training event including training date, number of employees attended, and the objective of the training event for a period of three years after each event.

MCM #6 - Pollution Prevention / Good Housekeeping

The Municipal Separate Storm Sewer System Program

This factsheet is part of our Municipal Separate Storm Sewer System (MS4) series.

To access this series and many other educational resources, please visit: spcwater.org.

An operation and maintenance (O&M) program must be developed and implemented that includes a training component with the goal of preventing and reducing pollutant runoff from your municipal operations and facilities. This must include employee training.

There are 3 Best Management Practices (BMPs) required under this MCM. Learn more about their requirements and resources to help meet these requirements below.

BMP #1

Identify and document all operations that are owned or operated by the permittee and have the potential for generating pollution in stormwater runoff to the regulated small MS4. This includes activities conducted by contractors for the permittee. This inventory must be reviewed and updated annually.

Municipal Activities may include the following:

- Street sweeping
- Snow removal/deicing
- Inlet/outlet cleaning
- Lawn/grounds care
- Storm system maintenance, inspection and repair
- Park and open space maintenance
- Municipal building maintenance
- New construction and land disturbances
- Right of Way maintenance
- Vehicle maintenance, operation, fueling and washing
- Material transfer operations, including leaf/yard debris pickup and disposal procedures

Municipal Facilities may include the following:

- Streets, roads, highways and parking lots
- Maintenance and storage yards
- Waste transfer stations
- Parks
- Fleet or maintenance shops
- Wastewater treatment plants
- Stormwater conveyances (open and closed)
- Riparian buffers
- Stormwater storage or treatment units (e.g., basins, constructed wetlands, etc.)



Many municipal facilities and activities have the potential to negatively impact water quality. Some examples include improper storage of chemicals (left); allowing vehicle washing effluent to enter the storm sewer system (right); improper disposal of hazardous waste; and, improper disposal of debris collected during street sweeping.

Pollution Prevention / Good Housekeeping

is one of the 6 Minimum Control Measures (MCMs) required under the small MS4 program. The goal of the Pollution Prevention/ Good Housekeeping MCM is to help ensure a reduction in the amount and type of pollution that is generated from municipally-owned and maintained facilities (e.g., streets, parking lots, and vehicle maintenance areas) and eventually discharged into local waterways. An additional goal of MCM #6 is to reduce the amount of pollution that is discharged to waterways from poor maintenance of storm sewer systems.

BMP #2

Develop, implement, and maintain a written operation and maintenance (O&M) program for all municipal operations that could contribute to the discharge of pollutants from the regulated small MS4s, as identified under BMP #1. This program should address municipally-owned stormwater collection or conveyance systems, but could include other areas (as identified in BMP #1). The O&M plan should stress pollution prevention and good housekeeping measures, contain site-specific information, and address the following areas:

- Management practices, policies, and procedures to reduce or prevent the discharge of pollutants to your small regulated MS4. Consider eliminating maintenance-area floor drains.
- Maintenance activities, schedules, and inspection procedures to reduce the potential for pollutants to reach your small regulated MS4.
- Controls for reducing or eliminating the discharge of pollutants from streets, roads, highways, municipal parking lots, maintenance and storage yards, waste transfer stations, fleet or maintenance shops with outdoor storage areas, and salt/sand (anti-skid) storage locations and snow disposal areas.
- Procedures for the proper disposal of waste removed from your regulated smalls MS4s and your municipal operations, including dredge spoil, accumulated sediments, trash, household hazardous waste, used motor oil, and other debris.



Application and storage protocols for commonly used materials such as road salt (left), herbicides (right), pesticides, and fertilizers can help protect water quality while also reducing costs.

BMP #3

Develop and implement an employee training program that addresses appropriate topics to further the goal of preventing or reducing the discharge of pollutants from municipal operations to your regulated small MS4s. The program may be developed and implemented using any guidance and training materials that are available from federal, state, or local agencies, or other organizations. Any municipal employee or contractor shall receive training; this may include:

- Public Works Staff
- Building/Zoning/Code Enforcement Staff
- Engineering Staff (On-Site and Contracted)
- Administrative Staff
- Elected Officials
- Police and Fire Responders
- Volunteers
- Contracted Personnel

Training should cover all relevant parts of the stormwater management program that could affect municipal operations, such as illicit discharge detection and elimination, construction sites, and ordinance requirements. This training must occur at least annually and must be documented.

*Please note that this information is not intended to replace regulatory requirements. Actual individual and/or general permits issued by PADEP should be followed to ensure that MS4 regulatory requirements are met. This information was adapted from PADEP's PAG-13 NPDES General Permit for Small Municipal MS4s & EPA's Stormwater Phase II Final Rule Fact Sheet Series.

Potential Pollutants Associated with Municipal Facilities and Municipal Activities

Pollutants from municipal facilities and activities can eventually make their way to our local waterways through the stormwater conveyance and collection system. These pollutants can cause physical, chemical, and biological harm to our lakes, streams, rivers, and wetlands. Pollutants associated with municipal facilities and activities may include but are not limited to:

- Sediment
- Nutrients
- Trash
- Metals
- Bacteria
- Oil/Grease
- Toxic Materials
- Organic Materials
- Pesticides



**For more information
please contact:**

Water Resource Center
(412) 391-5590
WRC@spcregion.org
www.spcwater.org