

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
February 23, 2021 Approved minutes
6:30 p.m.

Members Present

Wilson Lambert, Chairman
Joe Heffern, Vice-Chairman
John Nielsen, Member
Katja DiRado, Member
Carol Kulp, Member

Township Staff Present

Scott Swichar, Township Manager
Township Solicitor
Mike Crotty

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

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

2. DISCUSSION

A. APPROVAL OF MINUTES

JANUARY 26, 2021 BOARD OF SUPERVISORS MEETING MINUTES

MOTION: Chairman Lambert made a motion to approve the January 26, 2021 Board of Supervisors meeting minutes as presented. Vice Chairman Heffern seconded.

VOTE: 4-0, Supervisor Kulp abstained.

B. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

1. PRESENTATION ON AMBULANCE SERVICE BY ANTHONY MARTIN (TOWER DIRECT/MEDIC 93) AND JOHN SLY (WESTWOOD FIRE COMPANY)

Township Manager Swichar stated that Westwood Fire Company approached East Fallowfield Township last fall to discuss the addition of a paramedic to their ambulance service. The Board of Supervisors approved a \$24,000 increase to the 2021 Fire/EMS budget to reflect the expanded paramedic service.

Mr. Swichar stated that Tower Direct/Medic 93 currently provides paramedic service to East Fallowfield Township. The Township asked both Tower Direct and Westwood to provide a presentation.

Scott Dunbar, from Tower Direct, gave a presentation on their mission and provision of services. Medic 93 is an independent entity under Tower Health. Tower Direct responded to 189 ALS dispatches in 2020; 106 with Modena Fire Company and 82 with Westwood Fire Company. The average response time is 9 minutes 42 seconds.

Supervisor Nielsen questioned the meaning of response time.

Mr. Dunbar stated that response time starts when they first get call until when they arrive at patient's door. He stated that they have three stations and their stations are within 5-10 minute drive zones. Mr. Dunbar discussed quality of care and their mission.

Supervisor Kulp questioned where Tower Direct's funding comes from since it does not take money from municipalities. She questioned the cost of a membership.

Mr. Dunbar stated they bill for services primarily through insurance. Tower Direct does receive funding from several municipalities, including East Fallowfield Township.

Anthony Martin, of Tower Direct, stated that the cost of a membership is \$35/person or \$70/household. There is a senior discount.

Supervisor Nielsen questioned what a membership provides.

Mr. Martin stated they would write off a portion of the bill or eliminate out of pocket expenses.

Supervisor DiRado questioned if the membership program is in East Fallowfield Township.

Mr. Dunbar stated no.

Township Manager Swichar questioned if they have a BLS unit with a paramedic onboard.

Mr. Martin stated they have a MICU available from the hospital. Their current model with East Fallowfield Township is an intercept model. A paramedic unit responds in an SUV. If the closest paramedic was in an ambulance, then that unit would respond along with a basic life support unit.

Supervisor DiRado questioned if a paramedic is on board the chase vehicle.

Mr. Martin stated a paramedic is onboard every vehicle. Basic ambulance support from Westwood or Modena would respond as well. The majority of the paramedics are in an SUV. The SUV intercepts the basic life support ambulance and meet on scene.

Township Manager Swichar questioned if the patient was experiencing a heart attack would they be transported in the SUV or ambulance.

Mr. Dunbar stated that the paramedic would get onboard the ambulance.

Supervisor DiRado questioned if Medic 93 has advanced equipment and a paramedic.

Mr. Dunbar stated yes. He stated that Medic 93 has four separate advanced life support vehicles in the community.

Supervisor DiRado questioned the average cost.

Mr. Dunbar stated that only two township residents have received a bill from Tower Direct which included out of pocket expenses. The other bills were paid by insurance. Rates are different for each payor. There are different contracted rates with different contracted payors.

Chairman Lambert questioned the number of ALS calls in East Fallowfield Township.

Mr. Martin stated that they were dispatched to 189 paramedic calls.

Mr. Dunbar stated that only two residents had out of pocket expenses and that a paramedic was not needed for all of the 189 paramedic calls. East Fallowfield Township does not subsidize their service. There is no cost to East Fallowfield Township.

Chairman Lambert questioned if Tower Direct is providing the service at no cost because they are in the business of providing customers for the hospitals.

Mr. Dunbar stated that Tower Direct bills for services; however, they follow patient preference.

Vice Chairman Heffern questioned if Westwood provides ALS in the community, would it decrease efficiency for Tower Direct in the Township.

Mr. Dunbar stated yes. The challenge is running an efficient operation. They need a certain volume of calls.

Supervisor DiRado questioned the costs of both Westwood and Tower Direct.

Township Manager Swichar stated that the Township budgeted \$24,000 in the 2021 Fire/EMS budget. The Township would not incur this cost if they stay with Medic 93.

Supervisor Nielsen questioned where the \$24,000 is located in the budget.

Township Manager Swichar stated the \$24,000 increase is located in the budget under subsidy to ambulance service.

Supervisor DiRado questioned the 189 calls that Tower Direct responded to. She questioned whether there were calls when Medic 93 could not respond.

Mr. Dunbar stated there were calls when Medic 93 was tied up. Tower Direct does not have access to this data from the county.

Mr. Sly stated there were two calls this month when Tower Health was not available in East Fallowfield Township. Westwood responded to 16 paramedic calls in East Fallowfield Township last year.

Supervisor Nielsen questioned the AVL service.

Mr. Sly stated that Modena and Westwood both serve East Fallowfield Township. Modena provides ambulance service on the east side of the township. Westwood provides ambulance service on the west side. Paramedic service from Tower Direct covers both sides of the township. If Modena ambulance is not available, the county's AVL system would find the closest available resource. The county uses AVL per their policy. The GPS system locates the closest unit. The county dispatches the primary service provider first.

Supervisor DiRado questioned how many areas they serve. She questioned if Tower Direct is financially sound. Has there been delayed care or disruption due to closing of the cath labs. Does it add additional time since the cath lab is farther away.

Mr. Dunbar stated they operate stations in three counties. He stated that Tower Direct is solvent. Tower Direct is a standalone entity. He stated there has not been a disruption of service. EKG's are sent directly to the cath center. Mr. Dunbar stated that it does add additional time since the cath lab is now further away.

Mr. Sly stated that Westwood is not requesting to eliminate Tower Health from the response plan. Tower Health might be the closest unit. Within the next 45 days, they will have paramedic on their ambulance. They have executed the plan based on approval of funding in both budgets. The northeast section of the Township is closer to Tower Health. Four out of 6 Townships that they serve have chosen the paramedic service.

Supervisor DiRado stated northeastern section is more densely populated.

Supervisor Nielsen questioned how many paramedics Westwood has. He asked about the four townships that use Westwood for paramedic service, and whether Westwood is the primary provider by Resolution. He questioned whether all four municipalities have the Fire/EMS tax.

Mr. Sly stated that Westwood does not currently have any paramedics. They are in the process of receiving approvals. There are 20 paramedics employed at other stations. Mr. Sly stated they are the primary provider of paramedic service for the four municipalities by resolution. He stated all four of the municipalities except for one has the Fire/EMS tax. The one Township that does not have a Fire/EMS tax contributes \$120,000 for EMS out of General Fund. Most of the County has transitioned to the MICU model.

Supervisor Nielsen questioned how many paramedics would be available at Westwood after approvals are obtained.

Mr. Sly stated there would be minimum of one paramedic available 24 hours a day.

Vice Chairman Heffern questioned if Westwood bills in a similar way to Tower Direct.

Mr. Sly stated that the cost is the same. They bill the same rate. They bill for transport which is approximately \$1,000. The paramedic from Tower Health submits a bill for approximately \$1,600. If the resident is unable to pay and they contribute to the membership program, then Westwood will write off 100% of out-of-pocket expenses to the resident. The cost of the Westwood MICU system is \$1900. He stated there is a savings of \$700 for the MICU model as the current chase car model with Tower Direct costs a total of \$2,600.

Mr. Dunbar stated they do not charge different rates; however, they have contractual agreements with providers.

There was a discussion on billing and the cost savings of the MICU model versus the chase car model.

Supervisor DiRado questioned if the patient does not have insurance, how much would they self-pay. Would residents need to pay more for the expanded paramedic service.

Mr. Sly stated they would work with the patient. The third-party biller would set up a payment plan. He stated the \$24,000 in the budget would help subsidize the change in service. He questioned if Brandywine Hospital closes, would Tower Direct need the additional support.

Chairman Lambert stated that the Board has asked a lot of questions and now the Board has the information needed to make an informed decision.

Supervisor DiRado questioned if Westwood would serve the northeast section of East Fallowfield.

Mr. Sly stated that if Tower Health is not available, then Westwood would respond.

2. January Westwood Fire Company Fire Chief's Report submitted for Board and resident review.
3. January Westwood Fire Company EMS Report submitted for Board and resident review
4. 2020 Westwood Fire Company Year End Financial Report
5. January Modena Fire Company Fire Chief's Report submitted for Board and resident review.
6. January Modena Fire Company Fire Chief's Report – East Fallowfield Calls Only submitted for Board and resident review.

C. ZONING HEARING BOARD – INTERVIEW APPLICANT – TOWNSHIP RESIDENT JASON “JAKE” HEWSON

1. A Resolution to Appoint Jason “Jake” Hewson as a Zoning Hearing Board member for the term ending December 31, 2021.

Supervisor DiRado questioned Mr. Hewson on his interest in zoning and what he will be able to contribute.

Mr. Hewson stated he has been a resident for 16 years. He has more time to get involved in the community. He stated he graduated from Penn State. He offers a different point of view and has a diverse background. He is a boy scout leader with Troop 48. He is an outside sales representative.

Township Manager questioned his availability to attend evening meetings.

Mr. Hewson stated that he is flexible with attending evening meetings.

Supervisor Nielsen questioned if he is familiar with township documents.

Mr. Hewson stated that he will seek guidance after he is brought on board.

Township Manager Swichar stated that PSATS offers a course on zoning.

Vice Chairman Heffern questioned if Mr. Hewson has a philosophy on giving variances or whether he is by the book.

Mr. Hewson stated he will look at every situation individually.

MOTION: Vice Chairman Heffern made a motion to adopt Resolution 2021-06 appointing Jason “Jake” Hewson as a Zoning Hearing Board member for the term ending December 31, 2021. Supervisor Nielsen seconded.

Kathleen Moffitt – Member 2020 to 2022
Ellis Weiss - Member 2021 to 2023
Jason “Jake” Hewson– Member 2019 to 2021

VOTE: 5-0

D. PARK AND RECREATION BOARD-PRESENTATION BY AL WRIGHT ON TOWNSHIP RECREATION TREASURER’S REPORT

Al Wright, Chairman of the Park and Rec Board provided an update on park and recreation activities.

There is a Spring Cleanup event at the park on April 17.

There is a Pet Expo at the park on May 8. There will not be an admission charge. There will be vendors at the event.

There was a discussion about volunteerism at the park.

Supervisor DiRado questioned if the park and recreation survey is being implemented. She stated her ideas for the park are butterfly gardens and a fountain for the park.

Mr. Wright stated the park and recreation board reviewed the survey in January. They used the results of the survey to guide the board.

E. Request from Boy Scouts Chester County Council to Use the Township Park for Cub Scout day camp on July 12-July 16, 2021

Township Manager Swichar stated that they received a request from Chester County Boy Scouts to use the township park from July 12-16 from 8:00 a.m. to 4:00 p.m. for a summer day camp. The total attendance will be 75 people. They would provide insurance and additional restrooms. The current park rules provide that a park permit is needed for any event over 75 people and prior approval is needed from the Board of Supervisors. The camp includes bb guns and archery as part of the curriculum. Since the park rules do not allow for archery or pellet guns, a waiver from the board would be needed. The Park and Recreation Board would discuss the request at their next meeting and make a recommendation to the Board of Supervisors.

Jake Segal, from the Chester County Council provided an overview of the camp program. He stated that the township park is accessible from major roads. For the bb gun range, there is an NRA rifle instructor. For the archery range, there is a USA Archery instructor. The park does not need to close during the camp. They are seeking approval to use the park for the summer camp.

Township Manager Swichar questioned if the Board would want to see this type of camp at the park.

Vice Chairman Heffern questioned the ordinance that restricts air rifles and bows and arrows.

Solicitor Crotty stated that the Board does not need a variance. The board should put on the record that they are modifying the rules just for the event. They will want to be named as an additional insured as well as have safety protocols in place.

Supervisor Nielsen questioned if a permit is needed rather than amending the ordinance.

Solicitor Crotty stated that the township is granting a waiver of the rules.

Township Manager Swichar questioned if the Board could approve the permit subject to conditions of the Park and Recreation Board.

Solicitor Crotty stated that they do not know what the conditions would be. He stated what if the Park and Recreation Board has additional conditions they want implemented.

Township Manager Swichar stated that the Park and Recreation Board will meet to discuss the permit.

Mr. Segal stated the camp will operate Monday through Thursday.

F. TREASURER'S REPORT

1) January 31, 2021 Treasurer's Report

MOTION: Chairman Lambert made a motion to approve the January 31, 2020 Treasurer's Report as presented. Vice Chairman Heffern seconded.

VOTE: 4-0, Supervisor Kulp abstained.

2) Payment Authorizations.

MOTION: Chairman Lambert made a motion to approve the Payment Authorizations for the period of January 27, 2021 through February 23, 2021 in the total amount of \$155,223.16 as presented. Vice Chairman Heffern seconded.

VOTE: 4-0, Supervisor Kulp abstained.

G. TOWNSHIP MANAGER'S REPORT

1) A Resolution of Commendation to the Public Works Department for their Outstanding Performance during the 2020 – 2021 Snow Plowing Season

Township Manager Swichar read the resolution of commendation into record. He stated that the Township would provide the public works laborers with gift cards so they can purchase coffee while they are plowing.

Chairman Lambert stated there is a lot of personal sacrifice with the job. The road crew did a great job plowing the roads.

MOTION: Chairman Lambert made a motion to approve Resolution #2021-07 commending the public works laborers for their outstanding performance during the 2020-2021 snow plowing season. Vice Chairman Heffern seconded.

VOTE: 5-0

2) Update on Newlinville Master Plan

Township Manager Swichar stated the Township received several drafts of the plan. The township consultant met with the planning commission this month and received several comments. The township will receive a revised version of the plan by March 1. The plan will be presented to the Board of Supervisors at the March 23 meeting.

3) Resignation of Planning Commission Member Edmund Davis

Township Manager Swichar stated that at the last board meeting the board directed him to provide 15 days notice of the intention to remove Mr. Davis from office. Mr. Swichar stated that a letter was mailed to Mr. Davis, and Mr. Davis subsequently contacted him to express his desire to resign from the Planning Commission.

MOTION: Vice Chairman Heffern moved that the Township accept the resignation of Planning Commission Member Edmund Davis. Supervisor Nielsen seconded.

VOTE: 5-0

4) Resolution No. 2021-08 – A Resolution Approving the Adoption of Revisions to the Employee Handbook/Personnel Manual for East Fallowfield Township.

Township Manager Swichar stated that the current employee manual does not provide for any vacation days for non-uniform staff during the first year of employment. The employees have worked hard and should have some flexibility during their employment. The revision would provide three vacation days after 90 days of employment.

MOTION: Supervisor DiRado made a motion to approve Resolution No. 2021-08 approving the adoption of revisions to the Employee Handbook/Personnel Manual for East Fallowfield Township, as presented in the Resolution. Chairman Lambert seconded.

VOTE: 5-0

5) Municipal Building Committee- A Resolution establishing a Municipal Building Committee

Township Manager Swichar stated that the Board has been discussing the need for a new township building to house police and administration. The committee would consist of five people and would serve in an advisory capacity.

MOTION: Supervisor DiRado made a motion to approve Resolution No. 2021-09 establishing a Municipal Building Committee. Supervisor Kulp seconded.

Supervisor Kulp questioned where the money is coming from to purchase a building. She questioned how residents would feel.

Township Manager Swichar stated the next step is to get estimates to determine how much money would be needed to borrow. Interest rates are very low.

Supervisor Nielsen stated that the county tax bill has a debt service fund. He questioned if a debt service fund would be needed. A portion of the real estate tax bill could contain a debt service fund.

Solicitor Crotty stated that you could set a specific millage for debt service.

Supervisor DiRado questioned if grants could be obtained for renewable energy.

Township Manager Swichar stated he would explore all grant opportunities.

Supervisor Nielsen questioned the life expectancy of the current building.

Solicitor Crotty stated he looked at when the Township acquired the property. The parcel was created in the early 1980's.

Township Manager Swichar stated that the landowner next to the township building may have deeded the municipal complex property to the township. He stated it would make sense to discuss the acquisition of a portion of the neighboring land with the property owner.

Township resident Al Wright questioned if there will be public dialogue as part of the process. An advisory board should also provide a do-nothing scenario. A case should be made to the public.

Chairman Lambert stated the announcement of the committee is part of the transparent process. The building is old and the township is growing. There are many justifications for a new building.

Supervisor DiRado stated the community could benefit from a public space for education. She stated the township manager should lobby and explain the need for the township building.

VOTE: 4-1, Supervisor Kulp voted nay.

Vice Chairman Heffern stated the position should be advertised on the website.

6) Part-Time Laborer Employment: Recommendation to Hire Part-Time Public Works Employee

MOTION: Vice Chairman Heffern made a motion to hire William Lewis as a part-time laborer in the Public Works Department at a rate of \$20.00/hour per the collective bargaining agreement. Supervisor Nielsen seconded.

VOTE: 5-0

H. LEGAL

1) Ordinance #2021-01 Recreational Open Burning Regulations

Mr. Crotty stated the ordinance has been advertised and is ready for adoption.

MOTION: Chairman Lambert moved that the Township adopt Ordinance #2021-01 Recreational Open Burning Regulations. Vice Chairman Heffern seconded.

VOTE: 5-0

Mr. Crotty stated that a memo on cell phone tower regulations will be distributed shortly.

I. PLANNING COMMISSION

1) No report submitted.

J. POLICE DEPARTMENT

- 1) January Police Report submitted for Board and resident review.
- 2) Request for Approval to Hire Part-Time Police Officer Rebecca Sousa at \$20 per hour.

MOTION: Vice Chairman Heffern make a motion to hire Rebecca Sousa for the position of part-time Police Officer effective February 23, 2021, at the hourly rate of \$20 per the Collective Bargaining Agreement. Supervisor DiRado seconded.

VOTE: 5-0

K. PUBLIC WORKS DEPARTMENT

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

L. HISTORICAL COMMISSION

No report submitted.

M. OLD BUSINESS

N. NEW BUSINESS

O. PUBLIC PARTICIPATION

Township resident Al Wright questioned if the Scout camp proposal was viewed favorably by the Board of Supervisors.

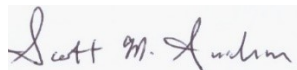
Chairman Lambert stated that the Board viewed the camp favorably.

P. ADJOURNMENT

MOTION: Vice Chairman Heffern made a motion to adjourn the February 23, 2021 of Supervisors Meeting at 9:34 PM. Chairman Lambert seconded.

VOTE: 5-0

Respectfully Submitted,



Scott Swichar,
Township Manager/Secretary