



EAST FALLOWFIELD TOWNSHIP



Board of Supervisors Meeting Agenda

March 28, 2023 at 6:30 PM

1. Call to order, silent meditation and pledge of allegiance.

2. APPROVAL OF MINUTES

a. February 28, 2023 Board of Supervisors Meeting Minutes.

PROPOSED MOTION: I make a motion to approve the February 28, 2023 Board of Supervisors meeting minutes as presented.

3. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

a. February Westwood Fire Company Fire Chief’s Report submitted for Board and resident review.

b. February Westwood Fire Company EMS Report submitted for Board and resident review.

c. February Modena Fire Company Fire Chief’s Report submitted for Board and resident review.

d. February Modena Fire Company Fire Chief’s Report – East Fallowfield Calls Only submitted for Board and resident review.

e. February Modena Fire Company EMS Report submitted for Board and resident review.

4. PRESENTATION- RESOLUTION OF COMMENDATION TO MODENA FIRE COMPANY

PROPOSED MOTION: I make a motion to approve Resolution No. 2023-11 commending Modena Fire Company Volunteers for rescuing a horse on Christmas Day.

5. TREASURER’S REPORT

a. February 28, 2023 Treasurer’s Report.

PROPOSED MOTION: I make a motion to approve the February 28, 2023 Treasurer’s Report as presented.

b. Payment Authorizations.

PROPOSED MOTION: I make a motion to approve the Payment Authorizations for the period of March 1, 2023 through March 28, 2023 in the total amount of \$____ as presented.

c. Financial Securities Letter from Meridian Bank (Informational)

6. MANAGER’S REPORT

a. Wage Increases for Non-Bargaining Unit Staff

PROPOSED MOTION: I make a motion to approve the following wage increases for the following non- bargaining unit staff retroactive to January 1, 2023:

Employee Current Wage Proposed Increase Recommended



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Nancy Baker	\$22.22/hour	4%	\$23.11/hour
Denise Verderosa	\$44,096	4%	\$45,864 annual
Sue Sereditch	\$17.00	4%	\$17.68/hour

b. Pay increase for Seasonal Workers

PROPOSED MOTION: I make a motion to approve a pay increase from \$16.50 to \$17.00 hour for seasonal workers in the public works department.

c. Approval of Chester County Vision Partnership Program Grant Contract – Open Space, Recreation, and Environmental Resources Plan

PROPOSED MOTION: I make a motion to approve the Chester County Vision Partnership Program Grant Contract between East Fallowfield Township, Chester County Planning Commission and SIMONE COLLINS, INC. for the Open Space, Recreation, and Environmental Resources Plan.

d. A Resolution for the Watershed Restoration and Protection Grant Program

PROPOSED MOTION: I make a motion to approve Resolution No. 2023-12 authorizing the submission of a Watershed Restoration and Protection Program Grant in the amount of \$300,000 from the Commonwealth Financing Authority to be used for stormwater controls in Newlinville Village.

e. 2023 Pennsylvania American Water Environmental Grant Program

PROPOSED MOTION: I make a motion authorizing the Township Manager to submit a grant application to the Pennsylvania American Water Environmental Grant Program for a grant in the amount of \$7,500 for a memorial pollinator garden.

f. DEP Recycling Technical Assistance Program

PROPOSED MOTION: I make a motion authorizing the Township Manager to submit a grant application to the DEP Technical Assistance Program to determine the feasibility of developing a recycling transfer station at the Central Chester County Recycling Authority site on IMS Drive.

g. 2023 Road Paving Project

PROPOSED MOTION: I move that the Township approve the advertisement to request bids for the 2023 road paving project to resurface _____ roads.

h. A Resolution Approving the Adoption of Revisions to the Employee Handbook/Personnel Manual for East Fallowfield Township.

PROPOSED MOTION: I make a motion to approve Resolution No. 2023-13 approving the adoption of revisions to the Employee Handbook/Personnel Manual by adding Juneteenth as a paid holiday for non-uniformed staff.

i. Agreement with T.P.D for Engineering Services to Repair Drainage Pipe on Saw Mill Road



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PROPOSED MOTION: I make a motion to approve an agreement with Traffic, Planning, and Design, Inc. at an amount not to exceed \$9,190 for Phase 2 Bog Turtle Survey/engineering services related to a damaged drainage pipe on Saw Mill Road.

j. Notification of \$361,828 in Grant Awards for the month of March (Informational)

1. Local Law Enforcement Support Grant of \$53,500 awarded for records management system upgrades.
2. Local Share Assessment (LSA) Grant of \$100,000 awarded for Traffic Calming/Speed Display Boards.
3. Local Share Program (LSA) of \$56,328 awarded for a new fuel pump dispenser.
4. DCED Multimodal Transportation Fund (MTF) grant of \$150,000 awarded for Traffic Calming/speed display boards.
5. PMHIC UHC 2023 Wellness Grant of \$2,000 for employee wellness initiatives.

k. New Business

7. LEGAL

a. Ordinance #2023-02 Amending Section 27-1702 (2) (I) Keeping of Large Animals (Keeping of Chickens)

PROPOSED MOTION: I move that the Township adopt Ordinance #2023-02, Amending Section 27-1702 (2) (I), Keeping of Large Domestic Animals as Pets for adoption.

b. Collective Bargaining Agreement with Teamsters and East Fallowfield Township

PROPOSED MOTION: I move that the Board approve and authorize the execution of the Collective Bargaining Agreement between East Fallowfield Township and the Teamsters, in the form as presented.

c. Adoption of 537 Plan

PROPOSED MOTION: I make a motion to adopt Resolution No. 2023-14 adapting an Act 537 Sewage Facilities Plan Update.

d. Drug Possession/Paraphernalia Ordinance (Informational)

8. PARK AND RECREATION BOARD

a. Monthly Report submitted.

9. PLANNING COMMISSION

a. No Report Submitted

10. POLICE DEPARTMENT



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- a. February Police Report submitted for Board and resident review.
- b. Purchase of Extended Warranty from Whitmoyer Auto Group

PROPOSED MOTION: I make a motion authorizing the township manager to purchase a 5-year 100,000 mile Premium Care Extended Service Plan from Whitmoyer Ford at a cost of \$2,195.

- c. Approving New Policies for Police Department.

PROPOSED MOTION: I make a motion to approve the following new policies for the Police Department: Arrest Procedures, Authorized weapons and ammunition, Code of Conduct, Command Protocol, Discrimination and harassment, and Duty to Intervene.

- d. Motion to Amend the Agenda

PROPOSED MOTION: I make a motion to amend the agenda to include item e. Written Offer of Employment to Travis Pidcock.

- e. Written Offer Letter of Employment

PROPOSED MOTION: I make a motion to tender a conditional offer of employment to Travis Pidcock to serve as part-time police officer at an hourly rate of \$26.27 (2023 rate), pursuant to Act 57 and per the terms contained in the conditional offer letter dated March 28, 2023.

11. PUBLIC WORKS DEPARTMENT

- a. February Road Department Report submitted for Board and resident review.
- b. Purchase of HTC Hydraulic Truck Conveyor for Freightliner Truck

PROPOSED MOTION: I make a motion authorizing the Township Manager to purchase an HTC hydraulic truck conveyor from US Municipal at a cost of \$11,573.00 from the Township's ARPA fund.

12. HISTORICAL COMMISSION

- a. Report Submitted for Board and resident review.

13. OLD BUSINESS

14. NEW BUSINESS

15. PUBLIC PARTICIPATION - 20 minutes

16. ADJOURNMENT

The agenda is finalized 24 hours before the regular meeting.