

EAST FALLOWFIELD TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
June 27, 2023 Approved Minutes  
6:30 p.m.

**Members Present**

Wilson Lambert, Chairman  
Katja DiRado, Member  
Al Wright, Member  
John Nielsen, Member

**Township Staff Present**

Scott Swichar, Township Manager  
Lisa Ionata, Treasurer  
**Township Solicitor**  
Mike Crotty

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

Chairman Lambert called the meeting to order at 6:52 PM.

Chairman Lambert stated that an executive session was held prior to the June 27, 2023 Board meeting to discuss personnel matters.

2. DISCUSSION

A. APPROVAL OF MINUTES

May 23, 2023 BOARD OF SUPERVISORS MEETING MINUTES

MOTION: Supervisor Nielsen made a motion to approve the May 23, 2023 Board of Supervisors meeting minutes as presented. Supervisor Wright seconded.

VOTE: 4-0.

B. 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.

3. TREASURER'S REPORT

- 1) May 31, 2023 Treasurer's Report

MOTION: Supervisor Wright made a motion to approve the May 31, 2023 Treasurer's Report as presented. Supervisor Nielsen seconded.

VOTE: 4-0.

2) Payment Authorizations.

MOTION: Chairman Lambert made a motion to approve the Payment Authorizations for the period of May 24, 2023 through June 27, 2023 in the total amount of \$362,522.91 as presented. Supervisor Wright seconded.

VOTE: 4-0 .

4. TOWNSHIP MANAGER'S REPORT

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

Township Manager Swichar stated that the \$20,000 request was submitted to the Township. Historically, the Township has been setting aside \$36,000 every year from the Fire/EMS fund for each fire company for capital purchases. This payment would represent the fifth payment on the installment loan. The loan is due on August 1, and the Township would have the check ready in July.

MOTION: Supervisor Wright made a motion to pay a fifth loan installment payment of \$20,000 to Modena Fire Company for the 2018 Pierce Enforcer Engine. Chairman Lambert seconded.

Supervisor Wright questioned if the payments are ongoing.

Chief Dowlin stated that the loan duration is 15 years. Modena Fire Company currently has two loans that are used to pay off the fire truck. The other loan is being paid off from the Fire Commissioners grant. \$10,000 from the grant is being used to pay off the principal.

Supervisor Nielsen questioned if the invoice in the board's packet is for the payment. The payment amount is \$22,630.11 and the request is \$20,000. He questioned whether this a yearly or monthly payment.

Chief Dowlin stated that they are only asking for \$20,000 and they will pay for the rest. He stated that the \$22,630.11 payment is yearly. The other monthly loan payment is \$1,300 a month.

VOTE: 4-0.

2) Authorization to Advertise Bids for Trash and Recycling Collection

Township Manager Swichar stated that the Township has prepared bid specifications for the trash and recycling collection program. The current program with Waste Management expires the end of this year with no option to renew. He stated that the proposed program maintains all current service levels for homeowners including unlimited recycling. However, the Township is providing greater flexibility to the hauler by allowing collection on any day during the week or up to two consecutive days between Monday and Friday. Haulers are being more selective about which contracts they bid on. The Township has removed collection of white goods from the contract. Public works will collect white goods in the new contract. The Township has also

leveled the playing field by providing recycling containers for residents next year. Currently the hauler owns the recycling carts. The Township received a \$192,600 grant last year that will pay for 90% of the cost of the carts. If the board approves the advertisement, the Township will advertise the bid specifications in the Daily Local and upload the bid specifications onto PennBID.

Supervisor Nielsen questioned how trash will be collected on Jane Street.

Township Manager Swichar stated that Jane Street is an option in the bid specifications. Haulers are not required to bid on the Jane Street option. He stated that he met with residents and they would be interested in having public works bring their trash to the top of the street. If the hauler does not collect trash at the curb, then the public works crew will move the containers to the top of the street.

Supervisor Wright questioned how many lots are on Jane Street.

Township Manager Swichar stated 3 or 4.

MOTION: Supervisor Wright moved that the Township approve the advertisement to request bids for the for the trash and recycling collection program. Chairman Lambert seconded.

VOTE: 4-0.

3) Appointments to the Open Space, Recreation, and Environmental Resources Plan Task Force

Mr. Swichar stated that Mr. McCormick expressed interest in joining the Task Force.

MOTION: Supervisor Dirado moved that the Township appoint Joe McCormick to the Open Space, Recreation and Environmental Resources Plan Task Force. Supervisor DiRado seconded.

Wilson Lambert	Member
Joe Mento,	Member
Teri Dickinson,	Member
Mike Domboski	Member
Brian Carling,	Member
Jean Berlin	Member
Tanner Burns	Member
John Hewczuk	Member
Jen Hewczuk	Member
John Nielsen	Member
Katja DiRado	Member
Nina Petro	Member
Joe McCormick	Member

VOTE: 4-0.

4) BAWA Fellowship Escrow Release No. 5 (Phase 2)

MOTION: Supervisor Nielsen made a motion that the Township approve Escrow Release No. 5 for the BAWA Fellowship Residential Subdivision Phase 2, in the amount of \$140,265.40. Chairman Lambert seconded.

VOTE: 4-0.

5) Summer Seasonal Employment: Recommendation to Hire Seasonal Public Works Employee

MOTION: Supervisor Wright made a motion to appoint Joseph Wilder as a seasonal grass cutter in the public works department. Chairman Lambert seconded.

Supervisor Nielsen questioned how many seasonal workers are currently on staff and why another candidate was not hired.

Township Manager stated there are 4 or 5 seasonal workers.

VOTE: 4-0.

6) Fee Schedule Resolution 2023-17.

Mr. Swichar stated that he is waiting on more information from the Township engineer. He requested that the matter be tabled.

7) 2023 Preservation Partnership Program Grant of \$52,946 for Community Park Gazebo (Informational)

Mr. Swichar stated that Township was notified last month that they were awarded a \$52,946 grant for the community park gazebo. The Township received a second \$10,000 grant last year for the gazebo project. The construction of the gazebo is underway. The Township is hoping to complete construction before the next concert.

Supervisor Nielsen questioned if the gazebo will be anchored into the new concrete.

Township Manager Swichar stated that the gazebo will sit on footers. The current contractor is installing the gazebo. Another contractor will come in and install the concrete pad after the gazebo is installed. The board approved a new concrete pad at the April meeting.

8) New Business

5. LEGAL

1) Re-application of Vernon MacIntyre 13 Juniata Dr. variance request (Informational)

Solicitor Crotty stated that the Township received a variance application for 13 Juniata Drive. The applicant previously requested variance relief to encroach into sloped areas and be below the

one acre minimum. The zoning hearing board denied the application. The application was revised to change the location and size of the home. No board action is required.

Township Manager Swichar stated that the zoning board hearing is July 26.

6. PARK AND RECREATION

- 1) No Report Submitted
- 2) Star Spangled Parade on July 1, 2023 at 9:00am

Ms. Teri Dickinson, Chair of Park and Rec stated that the event will be from 9:00am to 12:00

- 3) 2023 Summertime Music Series (Next Concert is July 20) and Sponsorship Update

7. PLANNING COMMISSION

- 1) No Report Submitted

8. POLICE DEPARTMENT

- 1) May Police Report submitted for Board and resident review.
- 2) Approving New Policies for Police Department.

MOTION: Supervisor Wright made a motion to approve the following new policies for the Police Department: Prescription Medication Drop Box Policy; Response to Resistance; Selection, Strip and Body Cavity Searches, Training and Career Development, Written Directive System, Body Armor, Vehicle Pursuits and Forcible Stopping. Supervisor Nielsen seconded.

Supervisor Nielsen questioned the location of the prescription drop box.

Chief Osborn stated that the drop box will remain in the township building.

Teri Dickinson questioned how often they are dropped off.

VOTE: 4-0.

9. PUBLIC WORKS DEPARTMENT

- 1) May Road Department Report submitted for Board and resident review.
- 2) Road Foreman and Public Works Personnel

Supervisor Nielsen made a motion to promote Justin Gathercole to the position of Assistant Road Foreman at the starting salary of \$31.86 beginning at the next payroll period. Chairman Lambert seconded.

VOTE: 4-0.

10) HISTORICAL COMMISSION

- 1) Report Submitted
- 2) Appeal of an Historic Commission Decision for 6 Park Avenue- 47-7-9.2 (Denial of a Roof Permit)

Township Manager Swichar stated that the application was withdrawn.

Joe McCormick, Chair of the Historical Commission stated that the applicant decided to install cedar shake roofing.

11) OLD BUSINESS

- 1) Naming of Unnamed Stream Near Oaklyn Road (Informational)

Supervisor Nielsen stated that the Township is in the process of naming a stream. The stream crosses Oaklyn Road before West Bradford Township. The stream dumps into the Brandywine. It is an exceptional value stream. There will be a vote in August.

Township resident Nina Petro questioned who names the stream.

Supervisor Nielsen stated the government names the stream. The Township EAC recommended the name to the Township board. Shale Run will be the proposed name.

12) NEW BUSINESS

- 1) Request for Farmer's Market at 380 Doe Run Road

Jim Petro, owner of Triple Fresh, stated they want to offer a weekend neighborhood BBQ. They discussed an upcoming event at Dean Madsen's property. However, they were informed that the zoning does not permit this use. They began discussions at the neighboring property where farmers markets are permitted. Mr. Petro stated that a regularly scheduled BBQ stand and farmer's market is requested at the Dean Madsen property. He is requesting zoning relief. This a test run to see how the concept would work. The property is located at 380 Doe Run Road. No permanent structures are proposed.

There was a board discussion on the request.

Solicitor Crotty stated that he will check the zoning ordinance and review the matter with the zoning officer to see if the use is permitted. He will look at what the zoning ordinance says and what the East Fallowfield ordinance says that would allow this or create roadblocks. Land Development is not required unless a permanent building is installed.

13) PUBLIC PARTICIPATION

Nina Petro stated that her name was left off the list for the Open Space, Recreation, and Environmental Task Force.

Mr. Swichar stated that her name was left off accidentally. He will add the name back to the list.

John Sly, of Westwood Fire Company, stated that Tower Health is in an agreement to sell Brandywine Hospital to Penn Medicine.

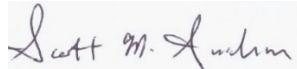
Supervisor Nielsen stated that he attended an event with Supervisor DiRado and Joe McCormick at People's Hall. Mr. Nielsen requested that Descendants of William Chester Ruth give a presentation at the township building.

14) ADJOURNMENT

MOTION: Supervisor Wright made a motion to adjourn the June 27, 2023 of Supervisors Meeting at 7:43pm. Supervisor Nielsen seconded.

VOTE: 4-0.

Respectfully Submitted,



Scott Swichar,  
Township Manager/Secretary