



EAST FALLOWFIELD TOWNSHIP



Board of Supervisors Meeting Agenda

June 25, 2024 at 6:30 PM

1. Call to order, silent meditation and pledge of allegiance.
2. An executive session was held on June 11, 2024 to discuss personnel issues.
3. APPROVAL OF MINUTES
 - a. May 28, 2024 Board of Supervisors Meeting Minutes.

PROPOSED MOTION: I make a motion to approve the May 28, 2024 Board of Supervisors meeting minutes as presented.
4. PRESENTATION BY JUSTIN BRAME-PENNSYLVANIA AMERICAN WATER MAIN REPLACEMENT PROJECT
5. LIFE SAVING COMMENDATIONS (WESTWOOD FIRE COMPANY)
6. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES
 - a. May Westwood Fire Company Fire Chief's Report submitted for Board and resident review.
 - b. May Westwood Fire Company EMS Report submitted for Board and resident review.
 - c. May Modena Fire Company Fire Chief's Report submitted for Board and resident review.
 - d. May Modena Fire Company Fire Chief's Report – East Fallowfield Calls Only submitted for Board and resident review.
 - e. May Modena Fire Company EMS Report submitted for Board and resident review.
7. TREASURER'S REPORT
 - a. May 31, 2024 Treasurer's Report.

PROPOSED MOTION: I make a motion to approve the May 31, 2024 Treasurer's Report as presented.
 - b. Payment Authorizations.

PROPOSED MOTION: I make a motion to approve the Payment Authorizations for the period of May 29, 2024 through June 25, 2024 in the total amount of \$____ as presented.
 - c. 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. 2024-16 approving revisions to the Employee Handbook/Personnel Manual for East Fallowfield Township as presented in the Resolution.
8. MANAGER'S REPORT
 - a. Modena Fire Company – Request for Capital Funding for 2018 Pierce Enforcer Engine



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PROPOSED MOTION: I make a motion to pay a sixth loan installment payment of \$20,000 to Modena Fire Company for the 2018 Pierce Enforcer Engine.

- b. Sale of 2014 Dodge Charger (VIN# 21FDAF57P63ED73176) - Resolution No. 2024-17.

PROPOSED MOTION: I make a motion to approve Resolution No. 2024-17 authorizing the sale of a 2014 Dodge Charger as presented.

- c. DCED Multi-Modal Transportation Fund - Resolution 2024-18

PROPOSED MOTION: I make a motion to approve Resolution 2024-18 authorizing the submission of a Multimodal Transportation Fund grant to DCED in the amount of \$765,380.07 for bridge replacement on Mortonville Road.

- d. Resolution to Approve Township Employee Job Description for Program Coordinator

PROPOSED MOTION: I make a motion to adopt Resolution No. 2024-19 approving a new description for Program Coordinator.

- e. Appointment of Denise Verderosa to Program Coordinator

PROPOSED MOTION: I make a motion to approve the appointment of Denise Verderosa to the position of Program Coordinator at an annual salary of \$_____.

- f. Planning Commission Review of Open Space, Recreation & Environmental Resources Plan

PROPOSED MOTION: I make a motion requesting that the Township's Planning Commission review the Open Space, Recreation, & Environmental Resources Plan and authorize the Township Manager to submit the plan to the Chester County Planning Commission for an Act 247 review.

- g. New Business

9. LEGAL

- a. Maughan Enforcement Matter – Update Only
- b. Pelham Place Matter – Update Only
- c. New Business

10. ENVIRONMENTAL ADVISORY COMMITTEE

- a. Single-Use Plastics Ban Ordinance (Informational)

11. PARK AND RECREATION BOARD

- a. No Report Submitted
- b. Star Spangled Parade is on Saturday, June 29 at 9:00 am. (Informational)



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- c. Update on 2024 Summertime Music Series (Informational): Next concert event is July 18. \$11,250 received in sponsorships. (Informational)

12. PLANNING COMMISSION

- a. No Report Submitted

13. POLICE DEPARTMENT

- a. May Police Report submitted for Board and resident review.
- b. Approving New Policies for Police Department.

PROPOSED MOTION: I make a motion to approve the following new policies for the Police Department: Take-Home Vehicles; Ride Along Program; and Employee Development.

- c. Part-Time Police Administrative Assistant

PROPOSED MOTION: I make a motion to extend a conditional job offer to Christilla Walls to serve as part-time police administrative assistant at an hourly rate of \$22/hour.

14. PUBLIC WORKS DEPARTMENT

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

15. HISTORICAL COMMISSION

- a. No report submitted.
- b. 30 Loop Road - Certificate of Appropriateness (Informational)

16. OLD BUSINESS

17. NEW BUSINESS

18. PUBLIC PARTICIPATION - 20 minutes

19. ADJOURNMENT

The agenda is finalized 24 hours before the regular meeting.