



# EAST FALLOWFIELD TOWNSHIP



## Board of Supervisors Meeting Agenda July 23, 2024 at 6:30 PM

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

2. APPROVAL OF MINUTES

a. June 25, 2024 Board of Supervisors Meeting Minutes.

PROPOSED MOTION: I make a motion to approve the June 25, 2024, Board of Supervisors meeting minutes as presented.

3. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

a. June Westwood Fire Company Fire Chief's Report submitted for Board and resident review.

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

c. June Modena Fire Company Fire Chief's Report submitted for Board and resident review.

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

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

4. TREASURER'S REPORT

a. June 30, 2024 Treasurer's Report.

PROPOSED MOTION: I make a motion to approve the June 30, 2024 Treasurer's Report as presented.

b. Payment Authorizations.

PROPOSED MOTION: I make a motion to approve the Payment Authorizations for the period of June 26, 2024 through July 23, 2024, in the total amount of \$\_\_\_\_\_ as presented.

c. Results of Financial Operations for 2023 and Update on 2024 (Presentation)

d. Merger of Payroll Company

PROPOSED MOTION: I move that the Township Treasurer be authorized to execute the necessary documentation for the merger of Paytime payroll into Isolved payroll management.

5. MANAGER'S REPORT

a. Approval of Proposal from \_\_\_\_\_ for Township Building Feasibility Study

PROPOSED MOTION: I make a motion to approve a proposal from \_\_\_\_\_ in the amount of \_\_\_\_\_ from the Township's Capital Fund for the completion of a feasibility study to complete a new municipal complex at 221 Wilmington Road.



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- b. Friends of Tag's Garden Informational Meeting (August 12 at 5:00PM)

### 6. LEGAL

- a. Draft Ordinance # 2024-01 Prohibiting Single-Use Plastics by Commercial Establishments

PROPOSED MOTION: I move that the Township authorize the advertisement of Ordinance #2024-01, Prohibiting Single-Use Plastics by Commercial Establishments.

- b. Release of the Maintenance Letter of Credit for Rouse Chamberlin (Ridgecrest Subdivision)

PROPOSED MOTION: I move that the Township authorize the release of the maintenance letter of credit for the Ridgecrest Subdivision and accept a \$5,000 cash escrow for the one punch list item that remains outstanding.

### 7. PARK AND RECREATION BOARD

- a. Summer Concert Event on August 15 (Sometime in September)
- b. Photo Booth from Creative Club of Chester County

### 8. PLANNING COMMISSION

- a. No Report Submitted

### 9. POLICE DEPARTMENT

- a. June Police Report submitted for Board and resident review
- b. Proposal from Witmer Public Safety Group for Equipment

PROPOSED MOTION: I make a motion approving a quote from Witmer Public Safety Group for two rifles, sights, and lights in the amount of \$5,707.80 from the Township's ARPA Fund.

### 10. PUBLIC WORKS DEPARTMENT

- a. June Road Department Report submitted for Board and resident review.
- b. Proposal from Road Safety Systems for Guiderail Installation

PROPOSED MOTION: I make a motion approving a proposal from Road Safety Systems in the amount of \$21,590 from the Township's Liquid Fuels Fund to install 350 linear feet of guiderail on Goosetown Road.

- c. Appointment of Tim Gregor as Part-Time Permanent Laborer

PROPOSED MOTION: I make a motion to hire Tim Gregor as a part-time permanent laborer in the public works department at an hourly rate of \$24.60 subject to a satisfactory criminal background check and pre-employment physical.



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### 11. ENVIRONMENTAL ADVISORY COUNCIL

- a. Report Submitted

### 12. HISTORICAL COMMISSION

- a. No report submitted

### 13. OLD BUSINESS

### 14. NEW BUSINESS

### 15. PUBLIC PARTICIPATION - 20 minutes

### 16. ADJOURNMENT

The agenda is finalized 24 hours before the regular meeting