

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
August 13, 2024 Approved Minutes
6:30 p.m.

Members Present

Wilson Lambert, Chairman
John Nielsen, Vice Chairman
Al Wright, Member
Mike Domboski, Member

Township Staff Present

Scott Swichar, Township Manager
Lisa Ionata, Township Treasurer
Chad Osborn, Police Chief
Township Solicitor
Mike Crotty

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

Chairman Lambert called the meeting to order at 6:33 PM.

Chairman Lambert stated that there was an executive session on August 13, 2024 to discuss legal and personnel matters.

2. DISCUSSION

A. APPROVAL OF MINUTES

July 23, 2024 BOARD OF SUPERVISORS MEETING MINUTES

MOTION: Vice Chairman Nielsen made a motion to approve the July 23, 2024 Board of Supervisors meeting minutes as presented. Supervisor Wright seconded.

VOTE: 4-0.

B. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

- 1) July Westwood Fire Company Fire Chief's Report submitted for Board and resident review.
- 2) July Westwood Fire Company EMS Report submitted for Board and resident review.
- 3) July Modena Fire Company Fire Chief's Report submitted for Board and resident review.
- 4) July Modena Fire Company Fire Chief's Report – East Fallowfield Calls Only submitted for Board and resident review.

3. TREASURER'S REPORT

- 1) July 31, 2024 Treasurer's Report.

MOTION: Vice Chairman Nielsen made a motion to approve the July 31, 2024 Treasurer's Report as presented. Chairman Lambert seconded.

VOTE: 4-0.

2) Payment Authorizations.

MOTION: Chairman Lambert made a motion to approve the Payment Authorizations for the period of July 24, 2024 through August 13, 2024 in the total amount of \$267,192.64 as presented. Supervisor Wright seconded.

VOTE: 4-0.

3) Approval of Payments Prior to the Board of Supervisors Official Review and Approval

MOTION: Supervisor Wright made a motion authorizing the township manager to approve and release disbursements between the period of August 14 and no later than September 24, 2024. A report of all such disbursements approved and released by the township manager shall be submitted to the Board of Supervisors for review and ratification at the next Board of Supervisors regularly scheduled meeting. Vice Chairman Nielsen seconded.

Treasurer Ionata stated that the township manager will be on vacation during the next regularly scheduled board meeting in August. The township does not want to wait to pay the bills that are due before the next meeting in order to avoid late fees.

VOTE: 4-0.

4. TOWNSHIP MANAGER'S REPORT

1) Bike the Brandywine 2024

Township Manager Swichar stated that the event is scheduled on September 21. It is an annual event that passes through the township. Brandywine Conservancy provides a letter adding the township as an additional insured.

MOTION: Vice Chairman Nielsen made a motion that the Township approve the request by Brandywine Conservancy to host the Bike the Brandywine Event on township roads on September 21, 2024, subject to the requirement that the Township be named as an additional insured on their insurance for the event. Chairman Lambert seconded.

VOTE: 4-0.

2) Approval of Educational Reimbursement for Police Sergeant

Township Manager Swichar stated that the township's collective bargaining agreement with the police provides reimbursement for educational courses leading to an associate's or a bachelor's degree provided that a grade of B or higher is received. Mr. Swichar stated that

Sergeant Simmons is requesting reimbursement to receive a bachelor's degree in public safety from Neumann University. The cost will be approximately \$5,000 a semester. The payment would be made in the form of reimbursement.

MOTION: Vice Chairman Nielsen make a motion approving reimbursement to Sergeant Brian Simmons for educational coursework leading to a Bachelor's degree pursuant to the Collective Bargaining Agreement. Chairman Lambert seconded.

VOTE: 4-0.

3) Approval of the 2024-2025 Chester County Consortium bid for Sodium Chloride.

Township Manager Swichar stated that the township joined a consortium with 25 other municipalities as a cost savings measure to purchase sodium chloride. The low bidder is Eastern Salt Company at \$70.20/ton. Last year the cost of sodium chloride was \$74.58/ton so the cost has gone down.

MOTION: Supervisor Domboski made a motion to approve the 2024-2025 Chester County Consortium Bid to Eastern Salt Company for Sodium Chloride for \$70.20 a ton. Vice Chairman Nielsen seconded.

VOTE: 4-0.

4) Resignation of Township Treasurer Lisa Ionata

Township Manager Swichar stated that Treasurer Ionata stated she accepted a job with the County. Mr. Swichar thanked Lisa for her efforts. Her last day is September 13.

MOTION: Supervisor Wright made a motion to accept the resignation of Township Treasurer Lisa Ionata. Supervisor Domboski seconded.

VOTE: 4-0.

5) Appointment of Assistant Township Treasurer David Fiorenza

Township Manager Swichar stated that he is recommending that the township hire township resident David Fiorenza. He has a wealth of experience in government finance.

MOTION: Vice Chairman Nielsen moved that the Township appoint David Fiorenza to serve as part-time Assistant Treasurer at an hourly rate of \$40.00 subject to a satisfactory criminal background check and pre-employment physical. Supervisor Wright seconded.

Supervisor Wright questioned if the position could be made full time and whether there would be a transition period.

Township Manager Swichar stated that is the plan. There will be overlap between Lisa leaving and David starting so that he can transition into the position.

VOTE: 4-0.

- 6) Mr. Swichar provided an overview of the meeting schedule for 2025 Budget (Informational)
Mr. Swichar stated that the first budget workshop is scheduled for October 8 at 6:30pm.
Adoption of the budget is scheduled for December 10. If the budget does not get adopted on December 10, there is a meeting scheduled for December 17. The meetings will be advertised and public participation is encouraged.
- 7) Municipal Building Committee Meeting on September 23 at 6:30PM to kick off feasibility study (Informational)

Township Manager Swichar stated that the township will kick off the feasibility study project on September 23 for the municipal building.

- 8) New Business: None

5. LEGAL

- 1) Fieldstone/Pelham Place Updates (Informational)

Solicitor Crotty stated that he received the punch list from the township engineer regarding open matters. The punch list will be sent to the HOA. The solicitor is in process of putting the developer in default. There are several procedural steps that need to be taken. There is a long road to obtain legal fees that are incurred by the Township. The HOA is technically responsible for roads, however the developer might have violated the declarations on how the roads were turned over to the HOA.

6. PARK AND RECREATION BOARD

- 1) Report submitted

Ms. Dickinson discussed the playground, surfacing, and the need for a new swing set.

Supervisor Wright discussed replacement of the swing set.

Vice Chairman Nielsen questioned the purpose of a certified safety inspection.

Solicitor Crotty stated that PIRMA, the township's liability carrier, may provide playground inspections at no cost.

There was a board discussion about the park.

- 2) Touch a Truck Event is on Saturday, September 7

7. PLANNING COMMISSION

- 1) No report provided

8. POLICE DEPARTMENT

- 1) July Police Report submitted for Board and resident review

- 2) Approving New Policies for the Police Department

MOTION: Supervisor Domboski made a motion to approve the following new policy for the Police Department: Automated License Plate Reader (ALPR). Supervisor Wright seconded.

Police Chief Osborn stated the project is through the Chester County Chiefs of Police Association to grant access to a regional automated license plate reading system. Several municipalities use the system. If a crime was committed in the township, the police could track movements of that vehicle as it moves through various municipalities. The township does not have a reader, but is still using the technology. The township is required to have a policy to use the system. The license plate is public information. There is no cost to the township.

There was a board discussion on the topic.

VOTE: 4-0.

9. PUBLIC WORKS DEPARTMENT

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

10. ENVIRONMENTAL ADVISORY COUNCIL

- 1) No report Submitted

11. HISTORICAL COMMISSION

- 1) No report submitted

12. OLD BUSINESS: None

13. NEW BUSINESS: None

Vice Chairman Nielsen stated that September 21 is World and Natural Cleanup Day. This is a cleanup event.

14. PUBLIC PARTICIPATION - 20 minutes

Nina Petro, 40 Park Avenue, thanked Chief Osborn for placing a speed display board on Park Avenue.

Supervisor Wright questioned if a speed study could be completed before lowering the speed limit.

Chief Osborn stated a speed study is being completed on Park Avenue.

Solicitor Crotty stated that certain warrants need to be met before lowering a speed limit. The township traffic engineer could also recommend certain traffic calming measures.

There was a board discussion on the topic.

Jeanne Berlin, Township resident, discussed the historical marker on Route 82 and questioned who owns the property. She questioned if wildflowers could be placed there.

Shane Cloyd, provided comments on the single use plastics ordinance.

Township Manager Swichar stated the township is in the process of revising Uwchlan Township's Ordinance for its use.

There was a board discussion on the single use plastic ordinance.

Teri Dickinson questioned the Uwchlan single use plastic Ordinance.

Nina Petro, discussed the single use plastic ordinance.

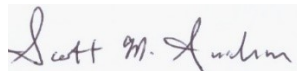
Pearl, 102 South Brandywine Avenue, stated that her neighbor placed millings on her driveway. (last name not provided)

15. ADJOURNMENT

MOTION: Supervisor Wright made a motion to adjourn the August 13, 2024 of Supervisors Meeting at 8:00 pm. Chairman Lambert seconded.

VOTE: 4-0.

Respectfully Submitted,



Scott Swichar,
Township Manager/Secretary