



EAST FALLOWFIELD TOWNSHIP



Board of Supervisors Meeting Agenda February 25, 2025 at 6:30 PM

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

2. APPROVAL OF MINUTES

a. January 28, 2025 Board of Supervisors Meeting Minutes.

PROPOSED MOTION: I make a motion to approve the January 28, 2025 Board of Supervisors meeting minutes as presented.

3. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

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

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

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

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

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

4. TREASURER'S REPORT

a. January 31, 2025 Treasurer's Report.

PROPOSED MOTION: I make a motion to approve the January 31, 2025 Treasurer's Report as presented.

b. Payment Authorizations.

PROPOSED MOTION: I make a motion to approve the Payment Authorizations for the period of January 29, 2025 through February 25, 2025 in the total amount of \$____ as presented.

5. MANAGER'S REPORT

a. Submission of a Loan Application to the Delaware Valley Regional Finance Authority for a loan in the amount of \$8 million.

PROPOSED MOTION: I make a motion approving the submission of a loan application to the Delaware Valley Regional Finance Authority for a loan in the amount of \$8 million for the municipal building project.

b. Request to Waive 2025 Trash Fee for 6 Park Avenue

PROPOSED MOTION: I make a motion approving a waiver of the 2025 trash fee for UPI 47-7-9.1

c. Authorize Advertisement of Bids for Newlinville Traffic Calming Project

PROPOSED MOTION: I move that the Township authorize the advertisement to request bids for the Newlinville Traffic Calming Project.



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d. Lease Agreement for Postage Machine

PROPOSED MOTION: I make a motion to authorize the Township Manager to sign a 63-month lease agreement with FP Mailing Solutions/Key Business Solutions for a Postage Machine at \$27.95/month.

e. Approve Low Bids for Unleaded Gasoline and 2% Bio Diesel

PROPOSED MOTION: I make a motion approving the township's participation in the 2025 Chester County Intermediate Unit's joint bid for fuel and retroactively approving the low bid for unleaded gasoline at \$2.31/gallon (fixed pricing) from Petroleum Traders and low bid for 2% bio diesel at \$2.60/gallon (fixed pricing) from Petroleum Traders.

f. New Business

6. LEGAL

a. A Resolution Authorizing the Township to Sign PennDOT Traffic Signal Maintenance Agreement

PROPOSED MOTION: I make a motion approving Resolution No. 2025-07 authorizing the Township to execute the PennDOT Traffic Signal Maintenance Agreement.

b. New Business

7. PLANNING COMMISSION

a. No report submitted.

8. POLICE DEPARTMENT

a. January Police Report submitted for Board and resident review

b. Resignation of Part-Time Police Officer James Grajewski

PROPOSED MOTION: I make a motion accepting the resignation of part-time police officer James Grajewski.

c. Written Offer Letter of Employment

PROPOSED MOTION: I make a motion to tender a conditional offer of employment to Desiree Rhoades to serve as part-time police officer at an hourly rate of \$27.12 pursuant to Act 57 and per the terms contained in the conditional offer letter dated February 25, 2025.

9. PUBLIC WORKS DEPARTMENT

a. January Road Department Report submitted for Board and resident review.

10. PARK AND RECREATION

a. Park and Recreation Report Submitted



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b. Purchase of Swing Set at Township Park

PROPOSED MOTION: I make a motion to approve a proposal from River Valley Recreation in the amount of \$16,676 from the Pennsylvania Costars program to install a new PLAYCRAFT SYSTEMS swing set at the township park from the Township's Park and Recreation Fund.

a. Authorize Simone Collins, Inc. to complete grant consulting work for park development project

PROPOSED MOTION: I make a motion authorizing the township manager to sign a proposal from Simone Collins, Inc. to complete grant consulting work for a park development project at a total cost of \$6,000.

11. HISTORICAL COMMISSION

a. No Report Submitted.

12. ENVIRONMENTAL ADVISORY COMMITTEE (EAC)

13. OLD BUSINESS

14. NEW BUSINESS

15. PUBLIC PARTICIPATION - 20 minutes

16. ADJOURNMENT

The agenda is finalized 24 hours before the regular meeting.