

EAST FALLOWFIELD TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
January 28, 2025 Approved Minutes  
6:30 p.m.

**Members Present**

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

**Township Staff Present**

Scott Swichar, Township Manager  
Dave Hindman, Township Treasurer  
Chad Osborn, Police Chief  
**Township Solicitor**  
Mike Crotty

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

Chairman Nielsen called the meeting to order at 6:30 PM.

2. MOTION TO AMEND THE AGENDA

MOTION: Chairman Nielsen made a motion to amend the agenda to add Corine Trice from the Chester County Conservation District, Watershed Coordinator, to give a presentation right before the Treasurer's report. Vice Chairman Lambert seconded.

VOTE: 3-1. Supervisor Wright voted nay.

3. DISCUSSION

A. APPROVAL OF MINUTES

January 6, 2025 BOARD OF SUPERVISORS REORGANIZATIONAL MEETING MINUTES

MOTION: Chairman Nielsen made a motion to approve the January 6, 2025 Board of Supervisors reorganizational meeting minutes as presented. Vice Chairman Lambert seconded.

VOTE: 4-0.

B. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

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

5) A Resolution Waiving Appropriation Limitations (Fire Millage)

PROPOSED MOTION: Chairman Nielsen made a motion to approve Resolution 2025-04 waiving the 50% cap on personnel expenses for the Township's fire millage for calendar year 2025. Vice Chairman Lambert seconded.

Township Manager Swichar stated that prior to December, the second class township code restricted use of Fire and EMS taxes for employee salaries at no more than 50%. Senate Bill 1133 allows municipalities to waive usage of Fire/EMS taxes by resolution. This resolution would allow more flexibility for fire departments. There are two separate resolutions, one for Fire and one for EMS.

Supervisor Wright questioned the time period that would apply.

Township Manager Swichar stated the resolution would be for calendar year 2025.

VOTE: 4-0.

6) A Resolution Waiving Appropriation Limitations (EMS Millage)

MOTION: Supervisor Wright made a motion to approve Resolution 2025-05 waiving the 50% cap on personnel expenses for the Township's EMS millage for calendar year 2025. Supervisor Domboski seconded.

VOTE: 4-0.

4) PRESENTATIONS

A. 2024 EAST FALLOWFIELD TOWNSHIP POLICE OFFICER OF THE YEAR

Chairman Nielsen stated that the presentation will be tabled.

B. PRESENTATION-KATHLEEN HOOD (LAFAYETTE200 BICENTENNIAL UPDATES)

Kathleen Hood provided an update on the Lafayette200 Bicentennial farewell tour.

C. PRESENTATION ABOUT PUBLIC MARKET BONDS-BRIAN BRADLEY (RBC CAPITAL)

Brian Bradley, of RBC Capital, provided an overview of public market bonds.

There was a board discussion on public market bonds.

D. Corine Trice, Watershed Coordinator of the Chester County Conservation District, provided an overview of lawn conversion. They are looking for partners who are looking to convert lawn to meadow on publicly accessible land.

There was a board discussion about converting a portion of park land to meadow.

#### 4. TREASURER'S REPORT

##### 1) December 31, 2024 Treasurer's Report.

MOTION: Chairman Nielsen made a motion to approve the December 31, 2024 Treasurer's Report as presented. Supervisor Wright seconded.

VOTE: 4-0.

##### 2) Payment Authorizations.

MOTION: Supervisor Wright made a motion to approve the Payment Authorizations for the period of January 7, 2025 through January 28, 2025 in the total amount of \$287,944.45 as presented. Vice Chairman Lambert seconded.

VOTE: 4-0.

##### 3) Resolution 2025-06 Appointing Township Auditor to Audit Accounts for the Fiscal Year 2024

MOTION: Vice Chairman Lambert made a motion to approve Resolution 2025-06 replacing the elected auditors and appointing Withum to audit the accounts of East Fallowfield Township for the fiscal year of 2024. Supervisor Domboski seconded.

Chairman Nielsen questioned the cost of the audit.

Township Manager Swichar stated that the cost is approximately \$10,000.

Supervisor Wright questioned if the same motion needs to be made every year and also asked about the purpose of the elected auditor.

Solicitor Crotty stated that the law just changed and the township will no longer need to appoint them every year as long as they stay with the same auditor.

VOTE: 4-0.

#### 5. TOWNSHIP MANAGER'S REPORT

##### 1) Request by Modena Borough to Use Mortonville Road for 5K race

MOTION: Supervisor Domboski made a motion that the Township approve the request by Modena Borough to use a portion of Mortonville Road in East Fallowfield Township for a 5K Race and as comfort station on April 26, 2025, subject to the requirement that the Township be named as an additional insured for the event. Supervisor Wright seconded.

Township Manager Swichar stated that there is a request from Borough Modena to use a portion of Mortonville Road in East Fallowfield Township for their 5K race.

VOTE: 4-0.

2) Proposal for Engineering Services to Repair Mortonville Road Bridge

Township Manager Swichar stated that the township is still waiting for pricing for a prefabricated bridge. The township only has a rough estimate for the structure. He stated that the township has two grant proposals submitted for engineering and construction of the bridge. DCED will announce one of the grants in March. The board could table the motion until the grant is announced in March.

MOTION: Supervisor Wright made a motion to accept a proposal from Pennoni and authorize them to begin engineering services as reflected in the preliminary scope to repair the collapsed bridge on Mortonville Road. Vice Chairman Lambert seconded.

Supervisor Wright stated that the estimate from the engineer is \$10,500 for the survey, \$49,000 for environmental permitting, \$74,000 for engineering/design, \$650,000-\$750,000 for the structure. The total cost is estimated at \$900,000.

Chairman Nielsen questioned whether the bridge or substructure is precast.

Township Manager Swichar stated that he would need more information from the engineer.

VOTE: 4-0.

3) Agreement between Hough Associates and East Fallowfield Township

Township Manager Swichar stated that the township submits a grant proposal to DEP every year for recycling performance. The township received \$4,702 in 2022, and \$3,168 in 2021. The 2023 grant was not yet released. Hough Associates specializes in consulting municipalities to increase the performance grant. Mr. Swichar recommended signing a 1 year contract with Hough. The Township will pay them 30% of the grant amount that exceeds \$5,000. If the grant is below \$5,000, no fee will be charged.

Supervisor Wright questioned if the township has ever used an outside firm.

Township Manager Swichar stated that no outside firm has been used since he has been manager.

Supervisor Domboski questioned how the grant funding can be used.

Township Manager Swichar stated that the funds must stay in the trash and recycling fund.

Chairman Nielsen questioned if the grant can be used for recycling containers at the park.

Township Manager Swichar stated yes.

MOTION: Supervisor Wright made a motion to authorize the township manager to sign a one-year agreement between East Fallowfield Township and Hough Associates, authorizing them to collect recycling data and prepare the 904 performance grant application on behalf of the township. Vice Chairman Lambert seconded.

Township resident Connie McLaughlin questioned the recycling education that it done by the township and discussed contamination.

Township resident Jennifer Wright questioned if there is analytics on the website.

VOTE: 4-0.

4) Termination of Employment for Timothy Gregor

MOTION: Supervisor Domboski made a motion to terminate employment of part-time laborer Timothy Gregor effective January 28, 2025. Chairman Nielsen seconded.

VOTE: 4-0.

5) New Business: None

6. LEGAL

1) Approving Sewage Facilities Planning Module for South Brandywine Elementary School (CASD)

Solicitor Crotty stated that the board has in their packet the submission to DEP for proposed sewage.

Supervisor Wright questioned the location of the proposed pump station that will serve the school.

Township Manager Swichar stated that the pump station would go in the park. The pump station is consistent with the township's 537 plan.

Supervisor Domboski stated that the Planning Commission reviewed the plan. The pump station is closer to Brooks Crossing.

MOTION: Supervisor Wright moved that the Township approve the Coatesville Area School District (CASD) sewage facilities planning module submission to the PA Department of Environmental Protection. Chairman Nielsen seconded.

VOTE: 3-1. Vice Chairman Lambert abstained.

7. PLANNING COMMISSION

1) No Planning Commission Report Submitted.

8. POLICE DEPARTMENT

1) December Police Report Submitted for Board and Resident Review.

2) Purchase of 2025 Ford Interceptor Police Car

MOTION: Supervisor Domboski made a motion approving the purchase of a 2025 Hybrid Ford Interceptor Police Car from Whitmoyer Ford in the amount of \$48,500 under the PA Costars program from the Township's Capital Fund. Supervisor Wright seconded.

Township resident, Connie McLaughlin questioned what vehicle is being replaced.

Police Chief Osborn stated that the 2017 Tahoe was scheduled for replacement, however due to major engine issues with the 2018 Tahoe, that vehicle will be replaced instead. The 2017 will be the next vehicle in the rotation to retire.

VOTE: 4-0.

3) 10-8 Emergency Vehicle Services-Upfitting of Police Car

MOTION: Supervisor Wright made a motion approving a proposal from 10-8 Emergency Services to upfit the 2025 Ford Interceptor Police Car in the amount of \$16,013.15 under the PA Costars program from the Township's Capital Fund. Chairman Nielsen seconded.

VOTE: 4-0.

9. PUBLIC WORKS DEPARTMENT

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

2) Purchase of 2025 Peterbilt Model 548 Dump Truck Chassis

MOTION: Vice Chairman Lambert made a motion approving the purchase of a 2025 Peterbilt Model 548 Dump Truck Chassis from G.L. Sayre Peterbilt in the amount of \$121,121 under the PA Costars program from the Township's Capital Fund. Supervisor Wright seconded.

Township Manager Swichar stated that the township budgeted replacement in the 2025 capital budget. This vehicle will replace the 2005 Freightliner that has a rusted-out body and frame. The road crew uses the vehicle for plowing, salting, and blacktop. The Township will investigate low interest financing that could be less than interest earnings earned on township accounts.

Township resident Connie McLaughlin questioned the number of miles on the vehicle and whether the new vehicle can be undercoated.

Supervisor Domboski explained the milage on the vehicle.

VOTE: 4-0.

3) Purchase of Stainless Steel Dump Body

MOTION: Supervisor Domboski made a motion approving the purchase of a stainless steel body from U.S. Municipal to retrofit the 2025 Peterbilt Truck in the amount of \$96,895 under the PA Costars program from the Township’s Capital Fund. Chairman Nielsen seconded.

Chairman Nielsen questioned if a loan could be used for both the body and chassis.

Township Manager Swichar stated yes.

VOTE: 4-0.

10. PARK AND RECREATION

1) Report Submitted.

2) Appointment of Joyce Madding to Park and Recreation Committee

MOTION: Supervisor Wright made a motion to appoint Joyce Madding to the Park and Recreation Committee for the term ending December 31, 2026. Vice Chairman Lambert stated yes.

VOTE: 4-0.

Teri Dickinson	Chairperson	2021-2025
Clare Small-McEvoy	Secretary	2024-2028
Fred Weiss	Member	2022-2026
<b>Joyce Madding</b>	<b>Member</b>	<b>2022-2026</b>
Robin Barnes Burdick	Member	2023-2027
Stephanie Scotton	Member	2021-2025
Vacant	Member	2025-2029

3) Appointment of Jennifer Wright to Park and Recreation Committee

MOTION: Supervisor Domboski made a motion to appoint Jennifer Wright to the Park and Recreation Committee for the term ending December 31, 2029. Chairman Nielsen seconded.

VOTE: 4-0.

Teri Dickinson	Chairperson	2021-2025
Clare Small-McEvoy	Secretary	2024-2028
Fred Weiss	Member	2022-2026
Joyce Madding	Member	2022-2026
Robin Barnes Burdick	Member	2023-2027

Stephanie Scotton	Member	2021-2025
<b>Jennifer Wright</b>	<b>Member</b>	<b>2025-2029</b>

11. HISTORICAL COMMISSION

- 1) No Report Submitted.

12. ENVIRONMENTAL ADVISORY COMMITTEE (EAC)

- 1) No Report Submitted
- 2) Resignation of Environmental Advisory Committee (EAC) Member Joe Heffern

MOTION: Supervisor Domboski moved that the township accept the resignation of Environmental Advisory Committee (EAC) Member Joe Heffern. Chairman Nielsen seconded.

VOTE: 4-0.

- 3) Appointment of Lauri Hyers to the Environmental Advisory Committee (EAC)

MOTION: Supervisor Domboski made a motion to appoint Lauri Hyers to the Environmental Advisory Committee (EAC) with the term ending 12/31/2025 (10 members maximum). Supervisor Wright seconded.

VOTE: 4-0.

- 4) Appointment of Amy Troop to the Environmental Advisory Committee (EAC)

MOTION: Supervisor Domboski made a motion to appoint Amy Troop to the Environmental Advisory Committee (EAC) with the term ending 12/31/2025 (10 members maximum). Supervisor Wright seconded.

VOTE: 4-0.

<b>Lauri Hyers</b>	<b>Member 2025 to 2025</b>	<b>1-year term</b>
John Nielsen	Member 2025 to 2025	1-year term
Teri Dickinson	Member 2025 to 2025	1-year term
<b>Amy Troop</b>	<b>Member 2025 to 2025</b>	<b>1-year term</b>
Tanner Burns	Member 2025 to 2025	1-year term
Jeanne Berlin	Member 2025 to 2025	1-year term
Charles Reed	Member 2025 to 2025	1-year term
Paul Brenner	Member 2025 to 2025	1-year term
Roger Mustalish	Member 2025 to 2025	1-year term
Robert Diest	Member 2025 to 2025	1-year term
Katja DiRado	Alternate Member	1-year term



13) OLD BUSINESS

Chairman Nielsen stated there will be a painting party at People's Hall on February 15 at 11:00am.

14) NEW BUSINESS

15) PUBLIC PARTICIPATION - 20 minutes

Township resident Connie McLaughlin questioned if there are other township owned properties being considered for lawn to meadow conversion and meadows on residential properties.

There was a board discussion on natural lawns on residential properties.

Supervisor Wright asked for an update on Fieldstone.

Solicitor Crotty stated that it is in process. The Township engineer had reached out to the HOA lawyer recently.

Supervisor Domboski questioned if the bond is being called.

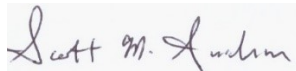
Solicitor Crotty stated that the HOA might be taking its own independent actions, the bond is being called, and the township is calling the developer in default.

16) ADJOURNMENT

MOTION: Supervisor Wright made a motion to adjourn the January 24, 2024 Board of Supervisors Meeting at 8:37 PM. Chairman Nielsen seconded.

VOTE: 4-0.

Respectfully Submitted,



Scott Swichar,  
Township Manager/Secretary