



# EAST FALLOWFIELD TOWNSHIP

## Board of Supervisors Meeting Agenda

April 22, 2025 at 6:30 PM



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

### 2. APPROVAL OF MINUTES

a. March 25, 2025 Board of Supervisors Meeting Minutes.

PROPOSED MOTION: I make a motion to approve the March 25, 2025 Board of Supervisors meeting minutes as presented.

### 3. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

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

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

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

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

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

### 4. TREASURER'S REPORT

a. March 31, 2025 Treasurer's Report.

PROPOSED MOTION: I make a motion to approve the March 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 March 26, 2025 through April 22, 2025 in the total amount of \$\_\_\_\_\_ as presented.

### 5. MANAGER'S REPORT

a. 2025 Road Paving Project.

PROPOSED MOTION: I move that the Township award the low bid in the amount of \$301,913.65 to Long's Asphalt for the 2025 paving project.

b. Approval of Bid for Newlinville Traffic Calming Project (Route 82/Doe Run Road)

PROPOSED MOTION: I make a motion approving the low bid for the Newlinville Traffic Calming Project on Route 82/Doe Run Road, from \_\_\_\_\_ in the amount of \$\_\_\_\_\_ per the recommendation of the Township Engineer, Pennoni, Inc.

c. Proposal from L&L Restoration, LLC. for Maintenance to Frog Hollow Bridge



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PROPOSED MOTION: I make a motion authorizing the Township Manager to sign a proposal from L&L Restoration to make non-structural repairs to the Frog Hollow Bridge in the amount of \$23,000.00 from the Township's Capital Fund.

- d. Consideration of a Resignation Letter from Board Chairman John Nielsen

PROPOSED MOTION: I make a motion accepting the resignation of Board Chairman John Nielsen from the East Fallowfield Township Board of Supervisors.

- e. Approval of Formal Announcement of Upcoming Vacancy for the Board of Supervisors

PROPOSED MOTION: I make a motion authorizing the township manager to post a formal announcement for the vacancy on the Board of Supervisors.

- f. Interviews for the board vacancy will be conducted at the Township Board of Supervisors meeting on \_\_\_\_\_, 2025. Letters of interest and resumes received for the Board of Supervisors vacancy (Informational)

- g. New Business

### 6. LEGAL

- a. New Business

### 7. PLANNING COMMISSION

- a. Transportation Improvement Inventory (TII) Report Submitted to Chester County Planning Commission.

### 8. POLICE DEPARTMENT

- a. March Police Report submitted for Board and resident review.

### 9. PARK AND RECREATION BOARD

- a. Report Submitted
- b. Agreement with Gaillyn Giles for Face Painting at Township Summer Concert

PROPOSED MOTION: I make a motion approving two proposals from Gaillyn Giles in the total amount of \$750 from the Park and Recreation Fund to provide face painting at Rescue Rally event on May 17, 2025 and the Star Spangled Bike Parade on June 28, 2025.

- c. Sponsorship monies received (to date) for Summer Concert Series is \$11,000 (Informational)

### 10. PUBLIC WORKS DEPARTMENT

- a. March Road Department Report submitted for Board and resident review.
- b. Appointment of Hector Aquino as Part-Time Permanent Laborer



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PROPOSED MOTION: I make a motion to hire Hector Aquino as a part-time permanent laborer in the public works department at an hourly rate of \$25.22 subject to a satisfactory criminal background check and pre-employment physical.

- c. Summer Seasonal Employment: Recommendation to Hire Seasonal Public Works Employee

PROPOSED MOTION: I make a motion to appoint Ryan Paradis as a seasonal grass cutter in the public works department at an hourly rate of \$17.00.

- d. Summer Seasonal Employment: Recommendation to Hire Seasonal Public Works Employee

PROPOSED MOTION: I make a motion to appoint Jordan Thomas as a seasonal grass cutter in the public works department at an hourly rate of \$17.00.

### 11. HISTORICAL COMMISSION

- a. Request Letter Submitted Regarding America250 Chester County

### 12. ENVIRONMENTAL ADVISORY COMMITTEE

- a. Request to change meeting date

PROPOSED MOTION: I make a motion approving a new meeting date for the Environmental Advisory Committee (EAC) from the 3<sup>rd</sup> Thursday of every month to the 2nd Wednesday of the month.

### 13. OLD BUSINESS

### 14. NEW BUSINESS

- a. Discussion on Single Use Plastic Bag and Single-Use Straw Ordinance (Supervisor Wright/Informational)

### 15. PUBLIC PARTICIPATION - 20 minutes

### 16. ADJOURNMENT

The agenda is finalized 24 hours before the regular meeting.