EAST FALLOWFIELD TOWNSHIP

Board of Supervisors Meeting Agenda
July 22, 2025 at 6:30 PM

NOTE: BOARD OF SUPERVISORS MEETINGS ARE NOW LIVESTREAMED TO OUR YOUTUBE CHANNEL: https://www.youtube.com/@eastfallowfieldtownship

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

2. APPROVAL OF MINUTES

    a. June 24, 2025 Board of Supervisors Meeting Minutes.

    PROPOSED MOTION: I make a motion to approve the June 24, 2025, 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. 2025 Supervisor Liaison Appointments.

    PROPOSED MOTION: I make a motion to appoint the following 2025 Board liaisons as presented.

    Township Office –
    Police Department –
    Public Works Department –
    Emergency Services and Fire Marshal –
    Planning Commission –
    Historical Commission –
    Park and Recreation –
    Environmental Advisory Committee (EAC)–

    Note previous Liaison appointments made on January 6, 2025 are below:
    Township Office – Supervisor Wright
    Police Department – Supervisor DiRado
    Public Works Department – Chairman Nielsen
    Emergency Services and Fire Marshal –Supervisor Domboski
    Planning Commission – Supervisor Domboski
    Historical Commission – Vice Chairman Lambert
    Park and Recreation – Supervisor DiRado
    Environmental Advisory Committee (EAC)– Chairman Nielsen

EAST FALLOWFIELD TOWNSHIP

Board of Supervisors Meeting Agenda
July 22, 2025 at 6:30 PM

5. PRESENTATION- OVERVIEW OF 2024 AUDIT BY CARL HOGAN-WITHUM (Clifton Larson Allen, LLP)

6. TREASURER'S REPORT

   a. June 30, 2025 Treasurer's Report.

      PROPOSED MOTION: I make a motion to approve the June 30, 2025 Treasurer's Report as presented.

   b. Payment Authorizations.

      PROPOSED MOTION: I make a motion to approve the Payment Authorizations for the period of June 25, 2025 through July 22, 2025, in the total amount of $____ as presented.

7. MANAGER'S REPORT

   a. Resolution to Approve Rules for Public Participation at Board of Supervisors Meetings

      PROPOSED MOTION: I make a motion to approve Resolution 2025-15 establishing rules for public participation at Board of Supervisor meetings.

   b. Bulk Trash Cleanup Day (Informational)

8. LEGAL

   a. Employment Agreement between Chief of Police and East Fallowfield Township

      PROPOSED MOTION: I make a motion approving the 3-year employment agreement in the form as presented between Chad Osborn and East Fallowfield Township for the position of Chief of Police.

   b. Rouse Chamberlin Escrow Release

      PROPOSED MOTION: I make a motion to approve the $5,000 cash escrow release for the Rouse Chamberlin Residential Subdivision.

   c. A Termination Agreement and Release between East Fallowfield Township and Traffic, Planning, and Design

      PROPOSED MOTION: I make a motion to approve a termination agreement and release in the form as presented between East Fallowfield Township and Traffic, Planning, and Design.

9. PARK AND RECREATION BOARD

   a. Summer Concert Event on August 21 (Class of '84)

   b. Family Fun Day on Saturday, August 2, 9:00am-2:00pm (Informational)

c. Proposal from YMCA of Greater Brandywine for Fit Truk

PROPOSED MOTION: I make a motion approving a proposal from the YMCA of Greater Brandywine for the Fit Truk at a cost not to exceed $250/hour from the Township's Park and Recreation fund for the Township's Family Health Fair on Saturday, August 2, 2025

d. Proposal from Crystal Murphy and the Music Notes

PROPOSED MOTION: I make a motion that the Township approve a proposal from Crystal Murphy and the Music Notes in the amount of $500 from the Township's Park and Recreation fund for a family concert on August 2, 2025.

e. Proposal from Jets Bounce Party Rental

PROPOSED MOTION: I make a motion that the Township approve a proposal from Jets Bounce Party Rental in the amount of $580 from the township's Park and Recreation fund for an inflatable rental at the Family Fun Event on August 2, 2025.

f. Proposal from Birthday Buddies

PROPOSED MOTION: I make a motion that the Township approve a proposal from Paintings on People in the amount of $350 from the Township's Park and Recreation fund for 'Bluey' character at the Family Fun Event on August 2, 2025.

10. PLANNING COMMISSION

a. No Report Submitted

11. POLICE DEPARTMENT

a. June Police Report submitted for Board and resident review

b. Purchase of Extended Warranty for 2025 Ford Interceptor from Flood Ford

PROPOSED MOTION: I make a motion approving the purchase of a 7-year 100,000 mile Premium Care Extended Service Plan from Flood Ford at a cost of $2,075.

c. Speed Study completed on Park Avenue (Informational)

12. PUBLIC WORKS DEPARTMENT

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

13. ENVIRONMENTAL ADVISORY COUNCIL

a. Letter of Recommendation Renaming a Stream 'Schist Creek'

PROPOSED MOTION: I make a motion authorizing the board chairman to submit a letter of support to the Board of Geographic Names renaming the stream along Misty Patch Road as 'Schist Creek.'

14. HISTORICAL COMMISSION

a. No report submitted

b. Appointment of Jennifer Carling to the Historical Commission

PROPOSED MOTION: I make a motion to appoint Jennifer Carling to the Historical Commission for the term ending December 31, 2026.

Joe McCormick	Chairman	2020 to 2024	5 year term
Sue Monaghan	Secretary	2022 to 2026	5 year term
Connie McLaughlin	Member	2020 to 2024	5 year term
Vacant	***Member***	***2022 to 2026***	***5 year term***
Clarance Rhoades, III	Member	2022 to 2026	5 year term
Chad Peterson	Member	2022 to 2026	5 year term
Vacant	Member	2024 to 2028	5 year term
Vacant	Member	2022 to 2026	5 year term
Vacant	Member	2024 to 2028	5 year term

15. OLD BUSINESS

16. NEW BUSINESS

17. PUBLIC PARTICIPATION - 20 minutes

18. ADJOURNMENT

The agenda is finalized 24 hours before the regular meeting

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
June 24, 2025 UN**Approved Minutes**
6:31 p.m.

Members Present
Clare Small-McEvoy, Chairwoman
Mike Domboski, Vice Chairman
Wilson Lambert, Member
Katja DiRado, Member
Al Wright, 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

Vice Chairman Lambert called the meeting to order at 6:31 PM.

2. DISCUSSION

A. An executive session was held on June 24, 2025 to discuss personnel issues.

B. APPROVAL OF MINUTES

May 27, 2025 BOARD OF SUPERVISORS MEETING MINUTES

MOTION: Supervisor DiRado made a motion to approve the May 27, 2025 Board of Supervisors meeting minutes as presented. Supervisor Wright seconded.

VOTE: 5-0.

C. PRESENTATION:

1. Swearing in of Clare Small-McEvoy as Township Supervisor – Judge Nancy Gill.

2. Election of Chairperson.

MOTION: Supervisor DiRado made a motion to appoint Wilson Lambert as the 2025 Board of Supervisors Chairperson. Vice Chairman Lambert seconded.

VOTE: 2-3. Supervisor McEvoy voted nay, Supervisor Wright voted nay, Supervisor Domboski voted nay. Motion did not pass.

MOTION: Supervisor Wright made a motion to appoint Clare Small-McEvoy as the 2025 Board of Supervisors Chairperson. Vice Chairman Lambert seconded.

Vote: 5-0:

3. Election of Vice Chairperson.

MOTION: Supervisor Wright made a motion to appoint Mike Domboski as the 2025 Board of Supervisors Vice Chairperson. Chairwoman McEvoy seconded.

VOTE: 3-2. Supervisor DiRado voted nay, Supervisor Lambert voted nay.

3. TREASURER'S REPORT

1) May 30, 2025 Treasurer's Report

MOTION: Chairwoman McEvoy made a motion to approve the May 30, 2025 Treasurer's Report as presented. Supervisor DiRado seconded.

Chairwoman McEvoy questioned why the township is 253% over budget for the code enforcement line item.

Township Manager Swichar stated that that 413.301 in the budget represents the fees paid to Keystone Municipal Services, the township's third-part building inspector. There was a building permit fee received from the Coatesville Area School District in the amount of $306,000 to inspect the new school building. Keystone receives 55% of the fee and the township receives 45% of the fee which is also reflected as revenue in the budget shown in line item 362.41.

VOTE: 5-0.

2) Payment Authorizations.

MOTION: Chairwoman McEvoy made a motion to approve the Payment Authorizations for the period of May 28, 2025 through June 24, 2025 in the total amount of $360,675.32 as presented. Supervisor Wright seconded.

VOTE: 5-0.

4. TOWNSHIP MANAGER'S REPORT

1) Approval of a Resolution recognizing August 13 as Zachariah Walker Remembrance Day and authorizing the installation of commemorative signage designating a portion of Strode Avenue as Zachariah Walker Avenue.

Township Manager Swichar stated that Former State Senator Dinniman presented a plan to recognize August 13 as Zachariah Walker Remembrance Day and authorize the installation of signage naming Strode Avenue as Zachariah Walker Avenue. There is a proposed resolution in the board's packet.

MOTION: Vice Chairman Domboski made a motion approving Resolution No. 2025-14 recognizing August 13 as Zachariah Walker Remembrance Day to memorialize victims of racial violence and authorize the installation of commemorative signage designating a portion of Strode Avenue as "Zachariah Walker Avenue." Supervisor Lambert seconded.

Township resident Nina Petro asked for a brief history and questioned if there is already a road sign acknowledging the incident.

Solicitor Crotty stated there was a lynching in Coatesville and there will be a series of events to commemorate the incident.

VOTE: 5-0.

2) Modena Fire Company – Request for Capital Funding for 2018 Pierce Enforcer Engine

MOTION: Supervisor Wright make a motion to pay a seventh loan installment payment of $20,000 to Modena Fire Company for the 2018 Pierce Enforcer Engine. Supervisor Lambert seconded

Township Manager Swichar stated that the township is currently contributing $36,600 a year to Modena Fire Company and $36,600 to Westwood Fire Company for capital improvements or equipment. The requested funds will come from Modena's allotment.

VOTE: 5-0.

3) Resignation of Members from Municipal Building Committee

MOTION: Vice Chairman Domboski made a motion accepting the resignation of Mike Domboski from the Municipal Building Committee with the term ending 12/31/2025. Supervisor Wright seconded.

VOTE: 5-0.

MOTION: Supervisor Wright made a motion accepting the resignation of Jennifer Wright from the Municipal Building Committee with the term ending 12/31/2025. Vice Chairman Domboski seconded.

VOTE: 5-0.

Vacant	***Member 2025 to 2025***	***1-year term***
Wilson Lambert	Member 2025 to 2025	1 year-term
Katja DiRado	Member 2025 to 2025	1 year-term
Vacant	***Member 2025 to 2025***	***1 year-term***
John Ionata	Member 2025 to 2025	1 year-term

Jerry Dickinson	Member 2025 to 2025	1 year-term
Chuck Argue	Member 2025 to 2025	1 year-term
Scott Swichar	Advisor	

4) A Motion approving a Proclamation that declares July 27, 2025 as Lafayette Day.

Township Manager Swichar stated that there will be an event on July 27, 2025 at the Stottsville Inn. Supervisor DiRado

MOTION: Chairwoman McEvoy made a motion approving the proclamation that declares July 27, 2025 as Lafayette Day. Supervisor DiRado seconded.

VOTE: 5-0.

5) New Business: Township Manager Swichar stated that the township will begin to scan the entire board meeting packet and place it on the township website beginning in July. This will cut down on paper and residents will have access to the meeting materials on their website and phones.

5. LEGAL

1) Collective Bargaining Agreement with Teamsters and East Fallowfield Township

Solicitor Crotty stated that the township has reached a tentative agreement with the Police Association for a three-year term. The wage increases are 4% for 2025, 4% for 2026, 4 1/2% for 2027. There are a couple provisions including sections related to shift times and Kelly Time that will be memorialized. Juneteenth will be memorialized as the police are already receiving this holiday. Officers will be allowed to sell back unused sick and vacation in December of each year. Vacation does not carry over, but sick time is allowed to be carried over into the next year. For Health insurance, the township must use a plan sponsored by DVHIT or other comparable health insurance company. The township currently has PMRS for its pension. PMRS must do an actuarial study to determine costs related to changes in the plan. The township is waiting for an actuarial study to see if the township can implement an Act 600 compliant pension plan. The MOU also provides that Field training officer will receive a $1.70 per hour differential.

MOTION: Chairwoman McEvoy move that the Board approve and authorize the execution of the Collective Bargaining Agreement between East Fallowfield Township and the Police Association, in the form as presented. Supervisor Wright seconded.

VOTE: 5-0.

Township Manager Swichar thanked the police for their professionalism and stated that the MOU is a fair agreement for both parties.

6. ENVIRONMENTAL ADVISORY COUNCIL (EAC)

   1) No Report Submitted

7. PARK AND RECREATION BOARD

   1) No Report Submitted

   2) Proposal from YMCA of Greater Brandywine for Fit Truk

      Chairwoman McEvoy stated that the Health Fair date will be changed due to several cancellations.

   3) Chairwoman McEvoy stated that the Star Spangled Parade is on Saturday, June 28 at 9am. (Informational)

   4) Update on 2025 Summertime Music Series (Informational): Next concert event is July 17. Township Manager Swichar stated that the concert event was successful. Borderline Bluegrass provided the entertainment. There were several hundred people in attendance and there was a food truck there as well.

      Nina Petro, township resident, questioned if the performers pay the township to perform.

      Mr. Swichar stated that the township receives sponsorship dollars which underwrites the concert series.

8. PLANNING COMMISSION

   1) No Report Submitted

   2) Resignation of Mike Domboski from the Planning Commission

      MOTION: Vice Chairman Domboski made a motion to accept the resignation of Mike Domboski from the Planning Commission. Supervisor Wright seconded.

      VOTE: 5-0.

   3) Appointment of Jerry Dickinson to the Planning Commission

      MOTION: Chairwoman McEvoy make a motion to appoint Jerry Dickinson to the Planning Commission with a term ending 2027. Supervisor Lambert seconded.

Deborah Stoff	Vice Chair	2024 to 2027
Guido Guintini	Member	2022 to 2025
Joseph Heffern	Member	2023 to 2026
Ray Smith	Member	2022 to 2025
Charles Reed	Member	2023 to 2026
Sue Monaghan	Member	2022 to 2025
Jerry Dickinson	**Member**	**2024 to 2027**

VOTE: 5-0.

9. POLICE DEPARTMENT

1) May Police Report submitted for Board and resident review.

10. PUBLIC WORKS

1) Summer Seasonal Employment: Recommendation to Hire Seasonal Public Works Employee

MOTION: Vice Chairman Domboski made a motion to appoint Brian Myers as a seasonal grass cutter in the public works department at an hourly rate of $17.00. Supervisor Lambert seconded.

VOTE: 5-0.

2) Purchase of Concrete Mixer

MOTION: Chairwoman McEvoy made a motion approving the purchase of a Honda concrete mixer in the amount of $4,795 from Gap Power from the Township's Capital Fund. Supervisor Wright seconded

Township Manager Swichar stated that the public works crew had been mixing small batches of concrete in a small tub. The mixer will increase efficiency.

VOTE: 5-0.

11. HISTORICAL COMMISSION

1) No Report Submitted

12. OLD BUSINESS:

Supervisor Wright requested an update on the audit process.

Treasurer Hindman stated that the audit was completed and the final report was submitted to the Township today. He stated that everything was submitted to DCED.

Shane Cloyd, Township resident, discussed the single use plastic bag ordinance and questioned if the township pays anything to update Ecode 360.

Mr. Swichar stated that the township pays an annual maintenance fee of approximately $900.

Connie McLaughlin, township resident, discussed roads that need to be paved, the township newsletter,

Shane, Cloyd discussed the municipal building project.

13. NEW BUSINESS:

Supervisor DiRado stated that the school board will be sending out the tax bill soon and there will be a 3.5% tax increase.

Deb Stoff, township resident, questioned the municipal building township planning process.

Teri Dickinson provided an overview of park recreation activities and discussed America 250.

14. PUBLIC PARTICIPATION

Shane Cloyd, township resident, questioned if township emails are public record and asked a question about township asset registers, and asked about next steps for the township building project.

There was a discussion about the sign in front of the township building.

Teri Dickinson discussed the township newsletter.

Nina Petro commented about Park Avenue traffic safety.

Dean Madsen discussed a grading permit that was submitted to the township.

Bruce Lane provided comments.

15. ADJOURNMENT

MOTION: Supervisor DiRado made a motion to adjourn the June 24, 2025 of Supervisors Meeting at 8:00 pm. Chairwoman McEvoy seconded.

VOTE: 5-0.

Respectfully Submitted,



Scott Swichar,
Township Manager/Secretary



FIRE-RESCUE
ALS-BLS

JUNE
2025

MONTHLY STATISTICAL REPORT

Proudly Serving

The Townships of

Valley • East Fallowfield • West Caln • West Brandywine • Wallace • Salisbury
Highland • West Sadsbury • Sadsbury Township in Chester & Lancaster Counties

The Boroughs of

Atglen • Christiana • Modena • South Coatesville • Parkesburg

The City of Coatesville

Westwood Fire Company

Fire Chief's Report

June, 2025

Total Calls For June

40

Total Calls For June – East Fallowfield Township

3

Call Types – East Fallowfield Township

Assist EMS	1
Public Service	1
Carbon Monoxide Incident	1

Total Time in Service: 16 *hours, 28 minutes*
Total Manpower: *147 (average 4 per call)*

Michael McWilliams – Fire Chief

WESTWOOD FIRE COMPANY

EMS Report – June, 2025

East Fallowfield Township

254 Total Responses

Westwood Division

29 Total Responses, East Fallowfield Township

25 Responses Westwood Division

4 Responses Wagontown Division

Call Types – East Fallowfield Township

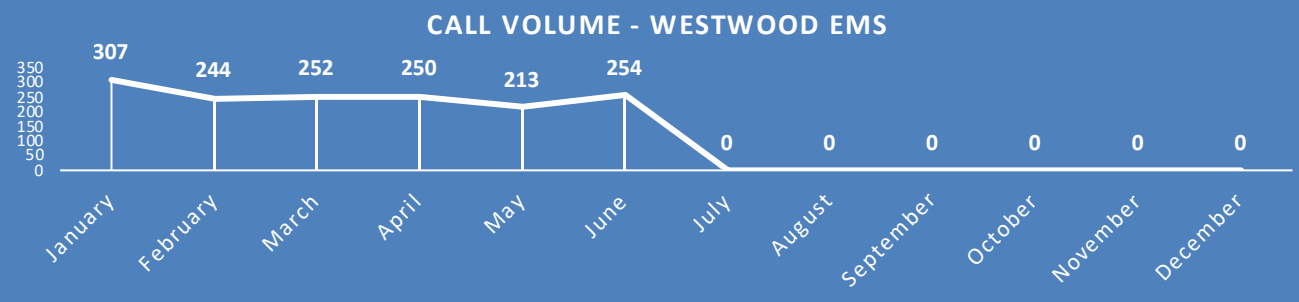
Medical	23
Injured Person	3
Fall	3

John Sly – Director of EMS

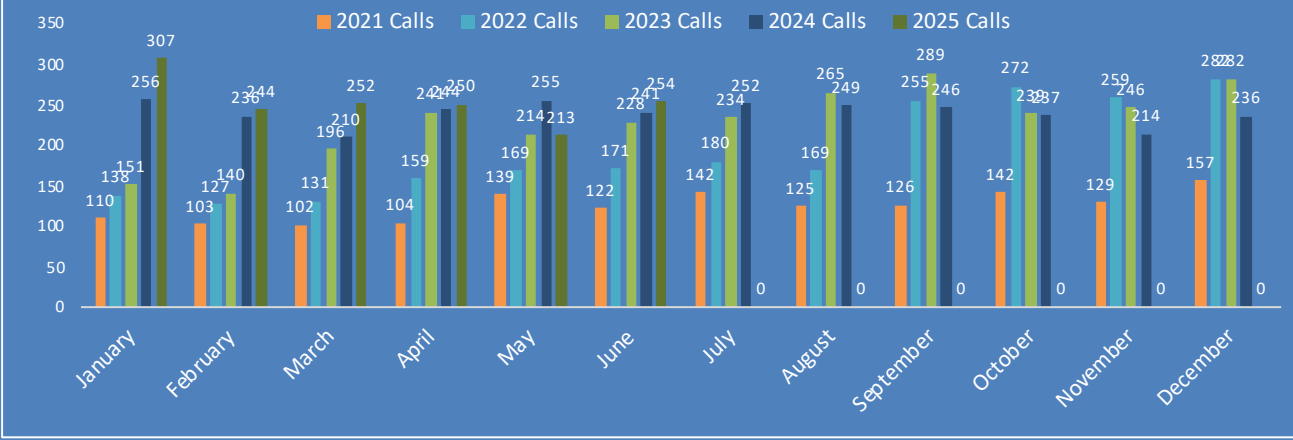
Westwood EMS - 2025

Westwood Division

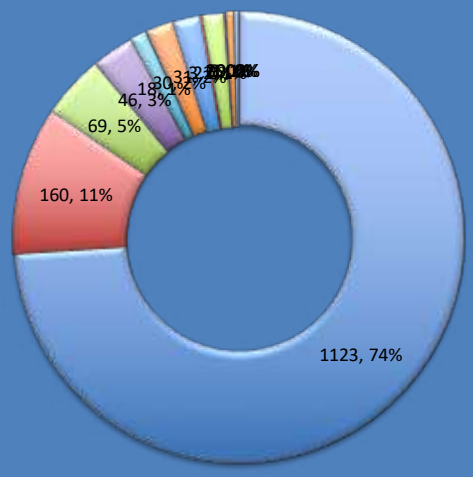
Total Calls YTD 1520



2021 Through 2024 Trend

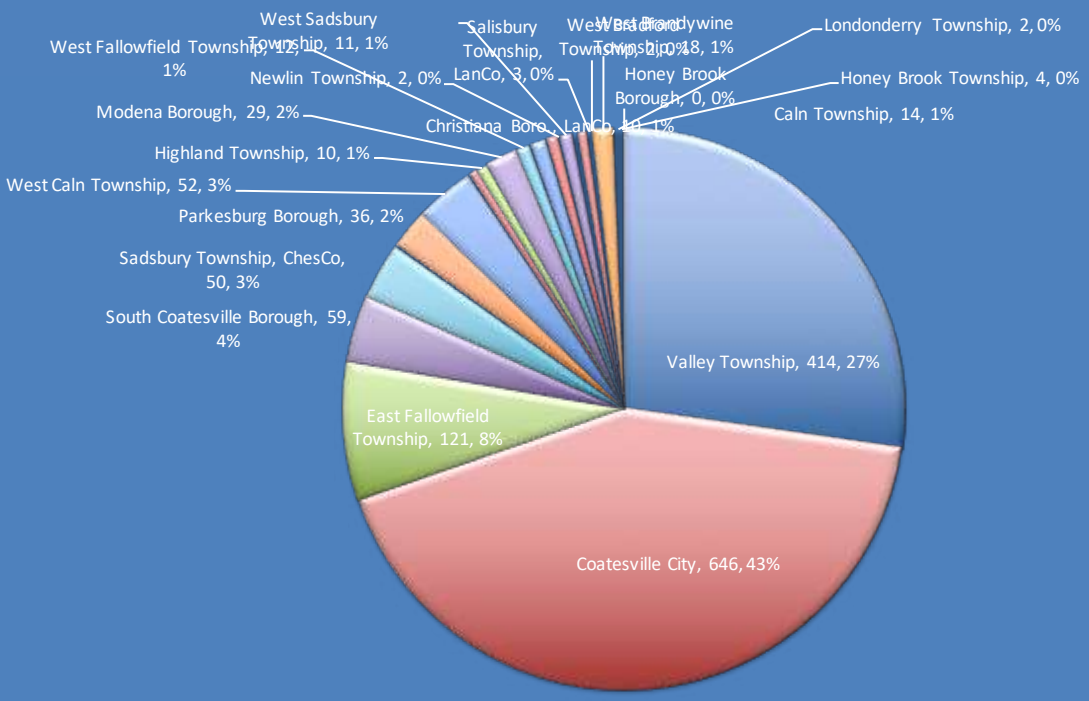


2025 Calls by Nature

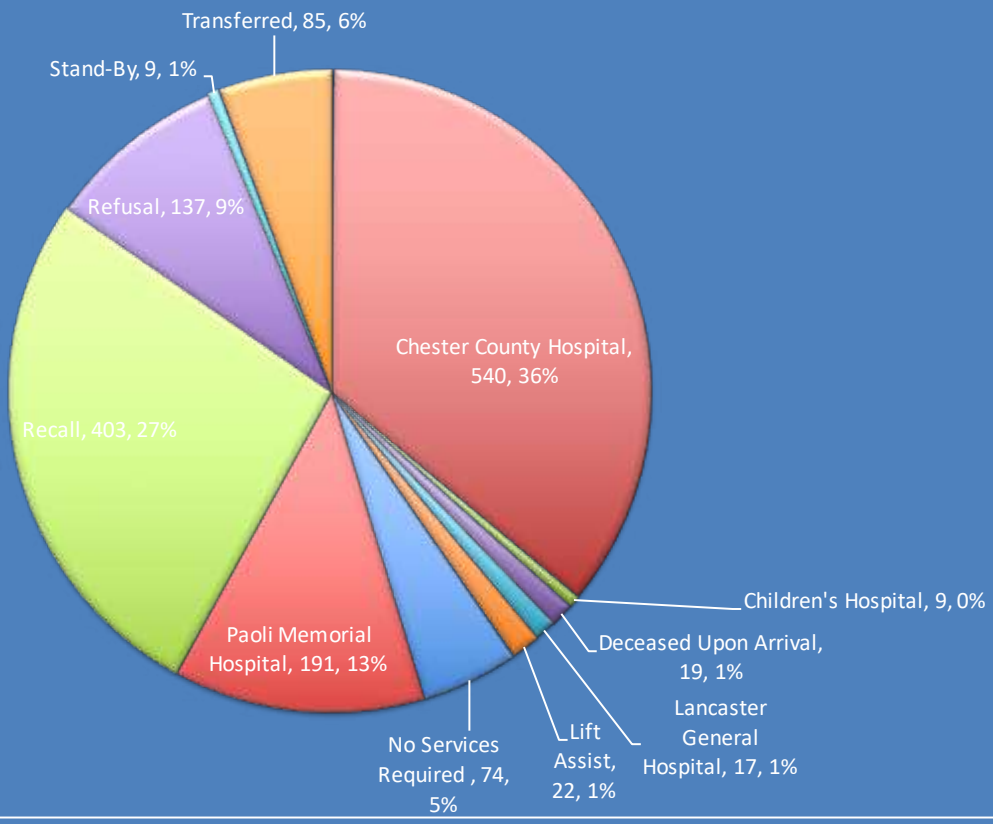


- Medical
- Fall
- Vehicular
- Injured Person
- Fire Standby
- Cardiac Arrest
- Overdose
- Deceased Upon Arrival
- Assault
- Shooting
- Hospital Transfer
- Relocate
- Stabbing
- Other Type Rescue
- Assist the Police

2025 Calls by Municipality



2025 Final Disposition





Fire Chief's Report

June 2025

39 Calls

Incident Types

1 House	18 EMS Assist	1 Car
3 Fire Assist	1 Odor Investigation	1 Fire Police
1 Gas Leak Outside	1 Wires	1 Relocate
3 Chiefs Notifications	8 Fire Alarms	

Area's Covered

2 Modena	15 South Coatesville	14 East Fallowfield
3 Caln	1 Parksburg	1 Newlin
2 West Marlborough	1 West Fallowfield	

Time In Service and Man Hours

Time In Service, 16 Hours and 6 Minute
239 people answering the calls
Total Man Hours, 85 Hours and 17 Minutes

Property and Contents at Risk and Lost

Property at risk $12,000,000 Lost $0
Contents at risk $5,000,000 Lost $0

Units Ran and Mileage

Command 37 ran 100 miles
Brush 37 ran 0 miles
Utility 37 ran 47 miles
Squad ran 65 miles
Engine 37 ran 100 miles
Tanker ran 50 miles

Respectfully Submitted,
Chris Corle
Fire Chief



Fire Chief's Report

June 2025

East Fallowfield Only

14 Calls

Incident Types

2 Fire Alarms	6 Ambulance Assist	1 Fire Police
2 Chiefs Notification	1 Wires	1 Gas Leak Inside
1 Odor Investigation		

Area's Covered

14 East Fallowfield

Time In Service and Man Hours

Time In Service, 3 Hours and 42 Minutes
91 people answering the calls
Total Man Hours, 22 Hours and 5 Minutes

Property and Contents at Risk and Lost

Property at risk $5,000,000 Lost $0
Contents at risk $1,000,000 Lost $0

Respectfully Submitted,
Frank Dowlin
Fire Chief



MONTHLY REPORT FOR MODENA FIRE CO. NO. 1 AMBULANCE
JUNE EMS Report 2025

SHIFT BREAKDOWN (12 Hr Shifts – 0600 – 1800 / 1800 – 0600)	
Day	70
NIGHT	48
TOTAL	**118**

AMBULANCE	MILES
37-1/37-3	1748
37-2	150
Total	1898

NUMBER OF CALLS	TIME
A1/A3	122 h 10 m
A2	11 h 05 m
TOTAL: 111	**133 h 15 m**

MCD:	NUMBER OF CALLS:
Caln Township	3
Coatesville	21
Downingtown	1
East Bradford Township	Xxx
East Fallowfield Township	29
Kennett Square	Xxx
Modena	8
Newlin Township	1
Sadsbury	2
South Coatesville	24
Valley Township	6
West Bradford Township	16
West Brandywine Township	2
West Marlborough Township	5

DISPOSITION	TOTAL
NOT ENTERED (Fire Standby / Recall / Refusal / ETC)	45
PENN Medicine – Chester County Hospital	62
Main Line Health – Paoli Memorial Hospital	11
Al Dupont Hospital For Children	
PENN Medicine – Lancaster General Hospital	
Children's Hospital of Philadelphia - KOP	

CALL OUTCOME	TOTAL
No Services Required	7
Patient Dead At Scene – Resuscitation Attempted (Without Transport)	Xxx
Patient Dead At Scene – No Resuscitation Attempted (Without Transport)	Xxx
Patient Refused Care	5
Recalled Enroute	10
Recalled On-Scene	2
Recalled Prior to Response	1
Stand-by Public Safety, Fire, or EMS Operational Support Provided	Xxx
Treated, Refused Transport	19
Treated, Released to IALS	1
Treated, Transferred Care	1
Treated, Transported ALS	13
Treated, Transported BLS	58
Total	**118**

Total Personal Calls Answered	15 118
Modena Personal: Total	15
Volunteer	4
Career	11
Hours on Calls	263.4
Average Response Time	2.15 minutes
Average Wait Time at Hospital (Min 2 mins / Max 59 mins)	35 mins

Submitted: Luann Thomas

TOWNSHIP of EAST FALLOWFIELD

FINANCIAL REPORT

July 22, 2025

Township of East Fallowfield
Bank Account Balances
as of June 30, 2025

Fund Name	Bank Account Name	Bank	Trial Balance	Bank Balance
Capital Projects Fund				
	Capital Projects Fund	Meridian Bank	$774,813	$774,813
	Capital Projects Fund	PLGIT	$538,033	$538,033
	Total Capital Projects Fund Account		**$1,312,846**	**$1,312,846**
General Fund				
	Fire/EMS	Meridian Bank	$1,074,676	$1,074,676
	General Fund (incl sweep acct balance)	Meridian Bank	$4,302,807	$4,305,197
	General Fund - Cash Dep Only	Fulton Bank	$2,826	$2,826
	Total General Fund Accounts		**$5,380,309**	**$5,382,699**
Liquid Fuels Fund				
	Liquid Fuels Fund	Meridian	$337,912	$337,912
	Total Liquid Fuels Account		**$337,912**	**$337,912**
Park & Recreation Fund				
	Parks & Recreation Fund	Meridian	$239,111	$239,426
	Total Park & Recreation Account		**$239,111**	**$239,426**
Rebill Fund				
	Rebill/Escrow	Meridian	$60,003	$60,003
	Total Rebill Account		**$60,003**	**$60,003**
Trash Fund				
	Trash	Meridian	$1,386,736	$1,386,736
	Total Trash Account		**$1,386,736**	**$1,386,736**
	East Fallowfield Township Bank Accounts- Meridian Bank		**$8,176,058**	**$8,178,763**
	East Fallowfield Township Bank Accounts- PLGIT		**$538,033**	**$538,033**
	East Fallowfield Township Bank Accounts- Fulton Bank		**$2,826**	**$2,826**
	Total of all East Fallowfield Township Bank Accounts		**$8,178,884**	**$8,181,588**

East Fallowfield Township
Detailed Budget vs Actual
June 30, 2025

	Actual June 2024	2024 Budget	% of Budget	Actual June 2025	2025 Budget	% of Budget
GENERAL FUND						
Revenue						
301 · Real Property Taxes						
301.10 · Real Property Taxes - Current	792,853.47	818,211.00	97%	800,198.37	820,816.00	97%
301.11 · Real Property Taxes - Fire/EMS		0.00	0%		0.00	0%
301.20 · Real Property Taxes - Prior Yea	54,900.76	80,000.00	69%	44,879.32	80,000.00	56%
301.24 · Real Property Taxes - Collect F	-9,817.28	-10,000.00	98%	-10,426.14	-10,000.00	104%
301 · Real Property Taxes - Other	0.00	0.00	0%	0.00	0.00	0%
Total 301 · Real Property Taxes	837,936.95	888,211.00	94%	834,651.55	890,816.00	94%
310 · Local Tax Enabling Act Taxes						
310.10 · Real Estate Transfer Tax	68,224.21	145,000.00	47%	79,129.09	140,000.00	57%
310.20 · Earned Income Tax—Current	882,189.21	1,550,000.00	57%	901,830.63	1,674,000.00	54%
310.24 · Earned Income Tax—Collector Fee	-10,805.16	-19,220.00	56%	-11,012.94	-20,758.00	53%
310.25 ·ChesCo. Tax Collection Comm.Fee	-232.79	0.00	0%	-1,582.54	0.00	0%
310.50 · Local Services Tax—Current	15,394.04	25,000.00	62%	16,693.89	27,500.00	61%
310.54 · Local Services Tax-CollectorFee	-188.56	-310.00	61%	-203.79	-341.00	60%
Total 310 · Local Tax Enabling Act Taxes	954,580.95	1,700,470.00	56%	984,854.34	1,820,401.00	54%
321 · Business Licenses and Permits						
321.60 · Contractor Registration	0.00	0.00	0%	0.00	0.00	0%
321.61 · Peddler Permit	270.00	0.00	0%	300.00	0.00	0%
321.801 · Comcast Franchise Fee	30,401.79	65,000.00	47%	28,087.28	60,000.00	47%
321.802 · Verizon Franchise Fee	38,270.57	80,000.00	48%	37,489.01	72,000.00	52%
321.90 · Cable Tower Fee	300.00	400.00	75%	300.00	300.00	100%
Total 321 · Business Licenses and Permits	69,242.36	145,400.00	48%	66,176.29	132,300.00	50%
322 · Non-Business Licenses & Permits						
322.50 · Street Opening Permit	4,100.70	2,000.00	205%	5,373.00	4,000.00	134%
322.90 · Miscellaneous Permits	10.00	0.00	0%	0.00	0.00	0%
Total 322 · Non-Business Licenses & Permits	4,110.70	2,000.00	206%	5,373.00	4,000.00	134%
331 · Fines						
331.11 · Vehicle Code Violations	0.00	11,000.00	0%	0.00	0.00	0%
331.12 · Violations Ordin/Statues/Etc	6,758.31	1,750.00	386%	7,038.92	12,000.00	59%
331.13 · State Police Fines	2,061.51	0.00	0%	1,664.49	4,000.00	42%
Total 331 · Fines	8,819.82	12,750.00	69%	8,703.41	16,000.00	54%
341 · Interest Earnings						
341.01 · Interest on Checking	84,284.42	7,500.00	1124%	72,571.96	80,000.00	91%
Total 341 · Interest Earnings	84,284.42	7,500.00	1124%	72,571.96	80,000.00	91%
342 · Rents & Royalties						
342.53 · Royalties from Cell Tower	20,223.80	50,000.00	40%	25,041.31	50,000.00	50%
342 · Rents & Royalties - Other	0.00		0.00	0.00		0.00
Total 342 · Rents & Royalties	20,223.80	50,000.00	40%	25,041.31	50,000.00	50%
351 · Fed Capital & Operating Grants						
351.12 · FEMA Grant-Emerg Disaster Relife	2,284.66	0.00	0%	0.00	0.00	0%
Total 351 · Fed Capital & Operating Grants	2,284.66	0.00	0%	0.00	0.00	0%

East Fallowfield Township
Detailed Budget vs Actual
June 30, 2025

	Actual June 2024	2024 Budget	% of Budget	Actual June 2025	2025 Budget	% of Budget
354 · State Capital & Operating Grant						
354.02 · Public Safety	0.00	0.00	0%	0.00	0.00	0%
354.15 · Recycling/Act 101	0.00	0.00	0%	0.00	0.00	0%
354 · State Capital & Operating Grant - Other	639.04	0.00	0%	0.00	0.00	0%
Total 354 · State Capital & Operating Grant	639.04	0.00	0%	0.00	0.00	0%
355 · State Shared Revenue & Entitle						
355.01 · PURTA	0.00	2,000.00	0%	0.00	2,000.00	0%
355.05 · General Municipal Pension Syste	0.00	80,000.00	0%	0.00	80,000.00	0%
Total 355 · State Shared Revenue & Entitle	0.00	82,000.00	0%	0.00	82,000.00	0%
361 · Charges for Services						
361.31 · Prelim/Final SALDO Plan Fees	776.00	0.00	0%	0.00	0.00	0%
361.34 · Hearing Fees	0.00	3,000.00	0%	6,000.00	1,500.00	400%
361.74 · Postage	0.00	0.00	0%	0.00	0.00	0%
361.80 · Grass Cutting or Chipping Srvc	0.00	0.00	0%	240.00	0.00	0%
Total 361 · Charges for Services	776.00	3,000.00	26%	6,240.00	1,500.00	416%
362 · Public Safety						
362.100 · Police Services	90.00	500.00	18%	465.60	500.00	93%
362.105 · Special Police Services	20.00	500.00	4%	550.00	500.00	110%
362.11 · Police Reports - Copies	1,125.00	500.00	225%	90.00	500.00	18%
362.41 · Building Permits	84,967.70	97,500.00	87%	365,711.42	120,000.00	305%
362.42 · Stormwater Management Permits	1,990.75	0.00	0%	640.75	2,000.00	32%
362.50 · Burning Permit	310.00	300.00	103%	330.00	400.00	83%
Total 362 · Public Safety	88,503.45	99,300.00	89%	367,787.77	123,900.00	297%
364 · Sanitation						
364.30 · Trash - Current Year	0.00	0.00	0%	0.00	0.00	0%
364.50 · Recyclable Sales	0.00	0.00	0%	0.00	0.00	0%
364.90 · Trash - Dumpster	101.00	0.00	0%	-41.00	0.00	0%
364.91 · Scrap/TV Disposal	0.00	0.00	0%	0.00	0.00	0%
364.93 · Hazardous Waste Rebate	1,350.36	1,425.00	95%	1,350.36	1,350.00	100%
Total 364 · Sanitation	1,451.36	1,425.00	102%	1,309.36	1,350.00	97%
389 · Misc Revenue						
389.00 · Miscellaneous Revenue	1,966.96	2,500.00	79%	3,627.82	2,500.00	145%
389.10 · Insurance Refund	616.86	20,000.00	3%	52,113.14	5,000.00	1042%
389 · Misc Revenue - Other	0.00	0.00	0%	0.00	0.00	0%
Total 389 · Misc Revenue	2,583.82	22,500.00	11%	55,740.96	7,500.00	743%
391.10 · Sale of Fixed Assets	0.00	0.00	0%	9,801.00	0.00	0%
395 · Refunds of Prior Year Expend	0.00	0.00	0%	0.00	0.00	0%
Total Revenue	2,075,437.33	3,014,556.00	69%	2,438,250.95	3,209,767.00	76%

East Fallowfield Township
Detailed Budget vs Actual
June 30, 2025

	Actual June 2024	2024 Budget	% of Budget	Actual June 2025	2025 Budget	% of Budget
Expense						
400 · Supervisors						
400.105 · Salaries	6,250.00	12,500.00	50%	6,090.28	12,500.00	49%
400.192 · FICA/Medicare	478.10	956.00	50%	465.93	956.00	49%
400.352 · Liability Insurance	0.00	0.00	0%	0.00	0.00	0%
400.460 · Conferences/Training	966.82	1,000.00	97%	449.00	1,000.00	45%
Total 400 · Supervisors	7,694.92	14,456.00	53%	7,005.21	14,456.00	48%
401 · Township Manager						
401.110 · Manager - Salary	66,923.10	123,600.00	54%	64,800.00	140,400.00	46%
401.197 · 457 Plan	1,476.97	0.00	0%	1,296.00	2,808.00	46%
401.315 · Employee Medical Contribution	-990.86	-1,900.00	52%	-914.64	-1,900.00	48%
401.317 · Other Costs	14.20	0.00	0%	0.00	0.00	0%
Total 401 · Township Manager	67,423.41	121,700.00	55%	65,181.36	141,308.00	46%
402 · Auditing Services						
402.311 · Annual Audit Fee	0.00	11,000.00	0%	0.00	11,000.00	0%
Total 402 · Auditing Services	0.00	11,000.00	0%	0.00	11,000.00	0%
402.315 · Health/Dental Empl Contribution	0.00	0.00	0%	0.00	0.00	0%
403 · Tax Collection						
403.430 · Tax Collection Committee Fee	0.00	0.00	0%	0.00	0.00	0%
Total 403 · Tax Collection	0.00	0.00	0%	0.00	0.00	0%
404 · Legal						
404.310 · Legal Services	49,525.05	55,000.00	90%	38,675.63	120,000.00	32%
404.314 · Special Legal - Unions	84.00	15,000.00	1%	0.00	30,000.00	0%
Total 404 · Legal	49,609.05	70,000.00	71%	38,675.63	150,000.00	26%
405 · Office Administration						
405.110 · Secretary - Wages	13,571.16	34,900.00	39%	16,869.54	33,034.00	51%
405.112 · Treasurer - Salary	46,661.24	92,700.00	50%	43,881.74	96,408.00	46%
405.115 · FT Admin - Wages	24,305.21	97,240.00	25%	19,631.57	108,150.00	18%
405.182 · Admin Salaries for Trash	0.00	-27,023.00	0%	0.00	-38,884.00	0%
405.187 · Admin Medical Opt Out 50%	4,849.00	9,698.00	50%	0.00	9,698.00	0%
405.192 · FICA/Medicare	11,807.82	27,398.00	43%	10,841.49	29,658.00	37%
405.194 · Unemployment Compensation	2,357.74	1,925.00	122%	927.58	1,000.00	93%
405.195 · Workers' Compensation	636.58	500.00	127%	931.82	1,000.00	93%
405.196 · Health/Dental Insurance	32,533.08	84,462.00	39%	58,138.68	98,685.00	59%
405.197 · Pension	9,633.98	19,394.00	50%	1,669.60	21,279.00	8%
405.198 · Life / AD&D	354.78	760.00	47%	322.53	798.00	40%
405.199 · STD/LTD	883.86	1,020.00	87%	743.59	1,019.00	73%
405.315 · Employee Medical Contrib	-969.80	-4,223.00	23%	-2,549.52	-9,102.00	28%
405.316 · Aflac Insurance	0.00	0.00	0%	0.00	0.00	0%
405.317 · Aflac Insurance - Employee Cont	0.00	0.00	0%	0.00	0.00	0%
405.353 · Surety & Fidelity - Bonding	368.00	4,000.00	9%	4,824.00	4,000.00	121%
405 · Office Administration - Other	0.00		0%	0.00		0%
Total 405 · Office Administration	146,992.65	342,751.00	43%	156,232.62	356,743.00	44%
406 · General Government						
406.210 · Office Supplies	510.22	3,500.00	15%	1,746.30	3,000.00	58%
406.215 · Postage	1,208.02	4,000.00	30%	1,348.00	1,500.00	90%
406.310 · Payroll Service	2,409.43	7,000.00	34%	2,343.42	6,500.00	36%
406.311 · Consultant/Bookkeeping Help	0.00	0.00	0%	7,500.00	5,000.00	150%

East Fallowfield Township
Detailed Budget vs Actual
June 30, 2025

	Actual June 2024	2024 Budget	% of Budget	Actual June 2025	2025 Budget	% of Budget
406.317 · Other Services/Charges	244.83	4,000.00	6%	2,435.33	2,000.00	122%
406.321 · Telephone	1,154.97	3,000.00	38%	1,158.03	2,500.00	46%
406.324 · Mobile Phone	538.34	1,100.00	49%	485.17	1,500.00	32%
406.341 · Advertising	1,839.62	8,000.00	23%	2,109.34	5,000.00	42%
406.342 · Printing/Newsletter	489.00	3,000.00	16%	489.00	3,000.00	16%
406.352 · Liability Insurance	5,844.91	7,000.00	83%	6,382.97	7,350.00	87%
406.384 · Rent - Copier/Postage Meter	1,451.70	2,892.00	50%	1,338.00	3,000.00	45%
406.391 · Credit Card Processing Fees	635.80	1,000.00	64%	386.79	1,200.00	32%
406.392 · Bank Fees	0.00	150.00	0%	-1.32	100.00	-1%
406.393 · Late Fees	55.00	0.00	0%	0.00	0.00	0%
406.420 · Dues/Memberships/Subscriptions	3,184.26	5,000.00	64%	5,025.00	5,000.00	101%
406.450 · Codification/Transparency	995.00	1,800.00	55%	995.00	15,000.00	7%
406.454 · Document Digitization	0.00	2,000.00	0%	650.00	2,000.00	33%
406.460 · Meetings and Education	9,231.59	6,000.00	154%	5,075.46	12,000.00	42%
406.520 · Library Donation	0.00	9,000.00	0%	0.00	9,000.00	0%
Total 406 · General Government	29,792.69	68,442.00	44%	39,466.49	84,650.00	47%
407 · IT						
407.325 · Internet Fees	1,968.28	3,649.00	54%	2,255.08	4,000.00	56%
407.452 · Contracted IT Service	7,098.00	12,000.00	59%	9,187.00	14,000.00	66%
407.453 · Computer Repairs/Maint/Equip	252.41	1,000.00	25%	848.71	1,000.00	85%
407.454 · Website	0.00	0.00	0%	0.00	0.00	0%
407.455 · Email Hosting	0.00	0.00	0%	23.44	0.00	0%
407.456 · Software/Web Applications	217.39	4,000.00	5%	1,216.39	2,000.00	61%
Total 407 · IT	9,536.08	20,649.00	46%	13,530.62	21,000.00	64%
408 · Engineering						
408.313 · Engineering Services	2,285.00	35,000.00	7%	10,791.63	19,000.00	57%
Total 408 · Engineering	2,285.00	35,000.00	7%	10,791.63	19,000.00	57%
409 · General Govt Buildings						
409.236 · Building Supplies	906.64	1,000.00	91%	333.25	1,500.00	22%
409.351 · Property Insurance	0.00	1,000.00	0%	1,594.26	1,500.00	106%
409.361 · Electricity	2,085.34	5,000.00	42%	3,856.26	4,250.00	91%
409.362 · Gas	3,420.02	6,500.00	53%	5,394.14	7,000.00	77%
409.373 · Building Repair/Maintenance	2,394.98	4,000.00	60%	2,280.86	4,000.00	57%
409.430 · Taxes	704.14	8,000.00	9%	867.34	8,000.00	11%
Total 409 · General Govt Buildings	9,511.12	25,500.00	37%	14,326.11	26,250.00	55%
410 · Police						
410.110 · Chief - Salary	55,476.28	110,210.00	50%	49,648.00	114,618.00	43%
410.112 · FT Officer - Salaries	233,276.34	433,167.00	54%	199,518.97	441,514.00	45%
410.114 · Admin Assistant - Wages	12,161.64	30,215.00	40%	13,411.64	28,325.00	47%
410.115 · PT Officer - Wages	71,310.16	119,787.00	60%	62,415.23	137,719.00	45%
410.171 · Leave - Vacation	19,195.80	52,238.00	37%	3,932.99	54,957.00	7%
410.172 · Leave - Holiday	12,521.23	37,339.00	34%	27,158.34	41,955.00	65%
410.176 · Leave - Personal	6,344.28	16,972.00	37%	4,322.21	17,481.00	25%
410.177 · Leave - Sick	10,183.32	33,944.00	30%	14,695.99	19,963.00	74%
410.178 · Leave - Chart/Kelly Time	25,478.70	44,128.00	58%	35,498.36	45,452.00	78%
410.180 · Overtime Pay	7,046.33	25,000.00	28%	8,579.65	20,600.00	42%
410.181 · Court Overtime Pay	8,220.46	8,000.00	103%	5,739.24	16,480.00	35%
410.182 · Special Detail - Prof. ERT	3,000.00	3,000.00	100%	3,300.00	3,000.00	110%
410.184 · Sick Pay Buy-Back	9,781.80	6,000.00	163%	0.00	15,000.00	0%
410.187 · Medical Opt Out - 50%	9,698.00	19,396.00	50%	9,220.32	20,000.00	46%
410.192 · FICA/Medicare	36,296.48	69,692.00	52%	32,744.01	71,838.00	46%

East Fallowfield Township
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	Actual June 2024	2024 Budget	% of Budget	Actual June 2025	2025 Budget	% of Budget
410.194 · Unemployment Compensation	1,336.45	5,005.00	27%	2,582.98	5,000.00	52%
410.195 · Workers' Compensation	23,006.02	38,000.00	61%	23,214.49	39,900.00	58%
410.196 · Health/Dental Insurance	114,175.50	228,351.00	50%	119,910.30	239,769.00	50%
410.197 · Pension	0.00	65,000.00	0%	28,379.69	86,969.00	33%
410.198 · Life / AD&D	1,580.46	3,314.00	48%	1,580.46	3,479.00	45%
410.199 · STD/LTD	1,946.28	2,963.00	66%	2,188.53	3,111.00	70%
410.210 · Office Supplies	398.23	2,000.00	20%	522.36	2,000.00	26%
410.215 · Postage	0.00	50.00	0%	39.63	50.00	79%
410.220 · Operating Supplies	572.85	2,500.00	23%	917.98	2,500.00	37%
410.224 · Medical Supplies	376.73	500.00	75%	588.05	500.00	118%
410.225 · Laboratory / Testing Supplies	1,253.00	2,500.00	50%	795.00	2,500.00	32%
410.231 · Vehicle Fuel - Gasoline	7,591.31	17,500.00	43%	5,503.43	17,500.00	31%
410.236 · Building Supplies	546.15	1,000.00	55%	164.13	1,000.00	16%
410.238 · Clothing and Uniforms	3,541.00	6,000.00	59%	2,400.39	7,000.00	34%
410.242 · Ammunition	887.99	9,000.00	10%	0.00	5,000.00	0%
410.261 · Vehicle Equipment	0.00	2,000.00	0%	26.95	2,000.00	1%
410.315 · Health/Dental - Employee Contri	-5,707.65	-11,418.00	50%	-5,535.55	-11,988.00	46%
410.316 · Aflac Insurance	963.69	1,927.00	50%	963.69	1,927.00	50%
410.317 · Aflac Insurance - Employee Cont	-963.69	-1,927.00	50%	-889.56	-1,927.00	46%
410.318 · Other Services & Charges	1,444.80	13,000.00	11%	1,766.87	6,000.00	29%
410.319 · Other	0.00	0.00	0%	0.00	0.00	0%
410.321 · Telephone	2,160.54	4,500.00	48%	2,168.55	4,500.00	48%
410.324 · Mobile Phones	449.96	600.00	75%	663.41	900.00	74%
410.325 · Internet	0.00	0.00	0%	0.00	0.00	0%
410.338 · Court Parking	0.00	0.00	0%	0.00	0.00	0%
410.351 · Property Insurance	0.00	1,255.00	0%	2,117.40	1,995.00	106%
410.352 · Liability Insurance	19,705.68	23,600.00	83%	20,494.98	23,600.00	87%
410.355 · Auto Insurance	4,571.36	13,000.00	35%	13,525.24	13,650.00	99%
410.361 · Electricity	1,116.91	2,000.00	56%	1,197.36	2,250.00	53%
410.362 · Gas	560.75	3,000.00	19%	1,033.22	1,500.00	69%
410.366 · Water	547.66	750.00	73%	195.67	1,000.00	20%
410.373 · Building Repair/Maintenance	2,003.81	500.00	401%	1,419.08	3,000.00	47%
410.374 · Vehicle/Equipment Repair	12,867.40	15,000.00	86%	20,671.09	20,000.00	103%
410.384 · Copier Rent	1,643.42	2,500.00	66%	1,462.44	2,750.00	53%
410.420 · Dues/Memberships/Subscriptions	220.00	2,500.00	9%	4,867.16	2,000.00	243%
410.450 · CODY - Contracted Service	3,291.27	12,000.00	27%	21,477.58	27,835.00	77%
410.452 · Contracted IT	2,545.00	4,000.00	64%	5,493.00	5,000.00	110%
410.454 · Computer Repair/Maint/Equip	2,079.90	2,000.00	104%	2,146.75	3,000.00	72%
410.460 · Meetings and Education	1,150.50	15,000.00	8%	3,600.00	17,000.00	21%
410.461 · Community Relations	33.94	1,000.00	3%	85.13	1,000.00	9%
Total 410 · Police	727,888.04	1,499,558.00	49%	757,922.83	1,592,172.00	48%

East Fallowfield Township
Detailed Budget vs Actual
June 30, 2025

	Actual June 2024	2024 Budget	% of Budget	Actual June 2025	2025 Budget	% of Budget
413 · Code Enforcement						
413.210 · Office Supplies	0.00	0.00	0%	19.99	0.00	0%
413.270 · Code Enforcement Software	0.00	12,500.00	0%	0.00	12,500.00	0%
413.310 · Code Enforcement/Zoning Srvcs	36,506.09	45,000.00	81%	214,644.49	80,000.00	268%
413.454 · UCC Permit Fee	1,210.50	0.00	0%	837.00	2,500.00	33%
413 · Code Enforcement - Other	0.00	0.00	0%	0.00	0.00	0%
Total 413 · Code Enforcement	37,716.59	57,500.00	66%	215,501.48	95,000.00	227%
414 · Planning & Zoning						
414.110 · Zoning Hearing Board Wages	200.00	1,800.00	11%	600.00	1,500.00	40%
414.192 · FICA/Medicare	15.30	138.00	11%	45.90	115.00	40%
414.247 · Planning Commission Budget	480.00	3,000.00	16%	0.00	2,500.00	0%
414.248 · Historic Commission Budget	636.88	3,000.00	21%	0.00	2,500.00	0%
414.310 · ZHB Court Reporter	221.50	3,000.00	7%	869.75	2,500.00	35%
414.314 · ZHB Legal Service	1,434.97	5,000.00	29%	6,682.92	5,000.00	134%
414.315 · PC Legal Service	0.00	0.00	0%	0.00	0.00	0%
414.317 · BOS Court Reporter	0.00	2,000.00	0%	0.00	2,000.00	0%
414.318 · Other	0.00	300.00	0%	0.00	250.00	0%
414.341 · Advertising	407.78	2,000.00	20%	1,680.76	2,000.00	84%
414.420 · Dues & Memberships	0.00	1,000.00	0%	0.00	1,000.00	0%
414.460 · Meetings and Education	480.00	150.00	320%	320.00	500.00	64%
Total 414 · Planning & Zoning	3,876.43	21,388.00	18%	10,199.33	19,865.00	51%
422 · Animal Control						
422.450 · SPCA	2,672.04	8,000.00	33%	1,480.68	12,000.00	12%
Total 422 · Animal Control	2,672.04	8,000.00	33%	1,480.68	12,000.00	12%
427 · Trash/Recycling						
427.367 · TV/Tire/Dumping Fees	0.00	0.00	0%	288.00	0.00	0%
427.420 · Recycling Authority Membership	0.00	0.00	0%	0.00	0.00	0%
Total 427 · Trash/Recycling	0.00	0.00	0%	288.00	0.00	0%
429 · ACT 537						
429.313 · ACT 537 - Engineering	4,274.99	1,000.00	427%	405.00	5,000.00	8%
429.314 · ACT 537 - Legal	0.00	1,000.00	0%	0.00	1,000.00	0%
Total 429 · ACT 537	4,274.99	2,000.00	214%	405.00	6,000.00	7%
430 · Public Works						
430.110 · Foreman - Salary	27,976.16	67,808.00	41%	28,920.43	54,318.00	53%
430.112 · FT Road Crew - Salaries	78,228.12	184,794.00	42%	85,884.60	165,667.00	52%
430.116 · PT - Road Crew					37,670.00	0%
430.117 · PT - Snow Plowers	2,214.89	10,000.00	22%	3,341.97	10,000.00	33%
430.118 · PT - Summer Grass Cutters	6,443.68	38,189.00	17%	3,306.50	20,000.00	17%
430.171 · Leave - Vacation	5,823.36	4,370.00	133%	3,447.58	3,570.00	97%
430.172 · Leave - Holiday	4,744.29	7,645.00	62%	3,904.40	8,569.00	46%
430.176 · Leave - Personal	823.81	637.00	129%	822.16	714.00	115%
430.177 · Leave - Sick	3,630.15	6,371.00	57%	3,965.03	7,141.00	56%
430.180 · Foreman - Overtime Pay	5,401.09	0.00	0%	5,129.73	6,000.00	85%

East Fallowfield Township
Detailed Budget vs Actual
June 30, 2025

	Actual June 2024	2024 Budget	% of Budget	Actual June 2025	2025 Budget	% of Budget
430.181 · FT Road Crew - Overtime Pay	8,930.95	7,430.00	120%	9,814.52	12,000.00	82%
430.182 · PW Salaries for Trash	0.00	-33,373.00	0%	0.00	-63,869.00	0%
430.192 · FICA/Medicare	10,699.14	25,034.00	43%	11,029.15	24,912.00	44%
430.194 · Unemployment Compensation	1,286.12	3,850.00	33%	1,108.85	3,850.00	29%
430.195 · Workers' Compensation	15,518.40	25,000.00	62%	15,272.69	26,250.00	58%
430.196 · Health/Dental Insurance	41,812.25	90,000.00	46%	41,803.92	92,250.00	45%
430.197 · Pension	7,607.30	15,000.00	51%	8,050.90	15,750.00	51%
430.198 · Life / AD&D	129.00	406.00	32%	129.00	427.00	30%
430.199 · STD/LTD	342.82	1,137.00	30%	402.81	1,194.00	34%
430.210 · Office/Shop Supplies	1,953.47	1,000.00	195%	3,214.95	2,500.00	129%
430.220 · Operating Supplies	2,001.23	1,500.00	133%	2,375.60	2,500.00	95%
430.224 · Medical Supplies	0.00	0.00	0%	53.21	0.00	0%
430.231 · Vehicle Fuel - Gasoline	4,895.36	12,000.00	41%	5,854.58	10,000.00	59%
430.238 · Clothing/Uniform	1,440.00	1,080.00	133%	1,440.00	1,440.00	100%
430.242 · PA One Call	54.74	500.00	11%	79.95	350.00	23%
430.246 · Street Signs	229.71	1,000.00	23%	27.00	500.00	5%
430.250 · Repair/Maintenance Supplies	1,674.91	0.00	0%	1,124.96	2,000.00	56%
430.260 · Small Tools/Minor Equipment	1,039.94	2,000.00	52%	3,920.04	5,505.00	71%
430.315 · Health/Dental - Employee Contri	-3,810.49	-9,001.00	42%	-3,858.72	-9,450.00	41%
430.316 · Aflac Insurance	548.34	0.00	0%	548.34	1,097.00	50%
430.317 · Aflac Insurance-Employee Contr	-548.34	0.00	0%	-506.16	-1,097.00	46%
430.318 · Other Services & Charges	2,290.00	2,000.00	115%	4,812.67	2,000.00	241%
430.324 · Mobile Phones	435.57	1,200.00	36%	475.46	1,200.00	40%
430.351 · Property Insurance	0.00	6,500.00	0%	7,243.74	6,825.00	106%
430.352 · Liability Insurance	5,427.41	6,500.00	83%	5,927.05	6,825.00	87%
430.355 · Auto Insurance	5,274.64	15,000.00	35%	14,678.36	15,750.00	93%
430.372 · Vehicle-Repair/Maintenance	4,585.46	17,500.00	26%	7,037.24	12,500.00	56%
430.373 · Building-Repair/Maintenance	576.93	1,000.00	58%	974.24	1,000.00	97%
430.374 · Equipment-Repair/Maintenance	1,492.26	12,500.00	12%	10,321.70	7,500.00	138%
430.420 · Dues & Memberships	180.00	200.00	90%	130.00	250.00	52%
430.460 · Meetings and Education	1,000.00	0.00	0%		1,000.00	0%
Total 430 · Public Works	252,352.67	526,777.00	48%	292,208.45	496,608.00	59%
438 · Maintenance & Repairs of Roads						
438.372 · Road Improvements	957.84	0.00	0%	300.48	1,000.00	30%
Total 438 · Maintenance & Repairs of Roads	957.84	0.00	0%	300.48	1,000.00	30%
446 · Stormwater Management						
446.313 · MS4 Engineering	6,923.00	25,000.00	28%	3,184.75	20,000.00	16%
446.314 · MS4 Legal	28.36	0.00	0%	0.00	0.00	0%
446.317 · MS4 Permit Compliance	0.00	10,000.00	0%	2,500.00	10,000.00	25%
Total 446 · Stormwater Management	6,951.36	35,000.00	20%	5,684.75	30,000.00	19%
454 · Parks						
454.247 · Park & Rec Commission Budget	0.00	0.00	0%	0.00	0.00	0%
454.371 · Park Maintenance	2,045.23	3,500.00	58%	1,820.32	4,000.00	46%
Total 454 · Parks	2,045.23	3,500.00	58%	1,820.32	4,000.00	46%
491 · Refund of Prior Year Revenues	0.00	100.00	0%	0.00	0.00	0%

East Fallowfield Township
Detailed Budget vs Actual
June 30, 2025

	Actual June 2024	2024 Budget	% of Budget	Actual June 2025	2025 Budget	% of Budget
492 · Interfund Operating Transfers						
492.10 · Transfer to General Fund-Reserv					2,917.00	0%
492.18 · Transfer to Capital Funds	0.00	151,235.00	0%	0.00	1,000,000.00	0%
492.19 · Transfer to Trash Fund	0.00	0.00	0%	0.00	0.00	0%
492.36 · Tranfer to Fire/EMS	0.00	0.00	0%	0.00	0.00	0%
Total 492 · Interfund Operating Transfers	0.00	151,235.00	0%	0.00	1,002,917.00	0%
66900 · Reconciliation Discrepancies	0.00	0.00	0%	0.00	0.00	0%
Total Expense	1,361,580.11	3,014,556.00	45%	1,631,020.99	4,083,969.00	40%
Net Income (Loss)	**713,857.22**	**0.00**	0%	**807,229.96**	**-874,202.00**	-92%

East Fallowfield Township
Detailed Budget vs Actual
June 30, 2025

	Actual June 2024	2024 Budget	% of Budget	Actual June 2025	2025 Budget	% of Budget
TRASH FUND						
Revenue						
Trash - Next Year/Sponsorship (Sponsorship for Bag Ordinance)			0%			0%
341.01 · Interest on Checking	5,290.37	3,000.00	176%	12,629.92	7,000.00	180%
354.00 · State Capital/Operating Grants	0.00	0.00	0%	0.00	0.00	0%
354.15 · Recycling / Act 101	0.00	5,000.00	0%	4,702.03	0.00	0%
364.30 · Trash - Current Year	1,209,344.79	1,190,700.00	102%	1,225,685.84	1,234,800.00	99%
364.31 · Trash - Prior Year	3,757.20	0.00	0%	2,801.70	2,000.00	140%
364.32 · Trash - Collections - 2005-2018	1,528.53	0.00	0%	777.14	1,500.00	52%
364.34 · Trash - Penalty Fees	149.00	250.00	60%	0.00	0.00	0%
364.35 · Trash Certifications	0.00	0.00	0%	0.00	0.00	0%
364.36 · Portnoff Notice Fee Collection	0.00	1,000.00	0%	0.00	0.00	0%
364.50 · Recyclable Sales	0.00	0.00	0%	0.00	0.00	0%
364.90 · Trash - Dumpster	395.00	250.00	158%	286.00	250.00	114%
364.91 · Scrap / TV Disposal	0.00	0.00	0%	0.00	0.00	0%
392.XX · Use of Reserves	0.00	32,789.00	0%	0.00	0.00	0%
Total Revenue	1,220,464.89	1,232,989.00	99%	1,246,882.63	1,245,550.00	100%
Expense						
427.112 · Trash Personnel Costs	0.00	60,396.00	0%		102,753.00	0%
427.310 · Trash Invoicing/Education	0.00	0.00	0%		0.00	0%
427.314 · Collection Notice Expense	594.00	0.00	0%		600.00	0%
427.317 · Hazardous Waste Collection	0.00	2,000.00	0%		2,500.00	0%
427.319 · TV/Tire/Dumping Fees	0.00	0.00	0%		0.00	0%
427.367 · Trash/Recycling Hauling Service	403,385.11	727,176.00	55%	389,287.44	778,256.00	50%
427.368 · Trash Tipping Fees	93,724.24	250,000.00	37%	118,668.89	225,000.00	53%
427.369 · Recycling Processing/Marketing	8,960.10	30,000.00	30%	9,750.83	30,000.00	33%
427.374 · Vehicle Repairs/Fuel	0.00	10,000.00	0%		10,000.00	0%
427.390 · Bank Charges	0.00	0.00	0%		0.00	0%
427.420 · Recycling Authority Membership	2,000.00	2,000.00	100%	2,000.00	2,000.00	100%
492.000 · Surplus added to Reserves	0.00	118,628.00	0%		97,758.00	0%
492.000 · Transfer to Capital Fund	31,451.84	32,789.00	96%		0.00	0%
66900 · Reconciliation Discrepancies	0.00	0.00	0%		0.00	0%
Total Expense	540,115.29	1,232,989.00	44%	519,707.16	1,248,867.00	42%
Net Income/(Loss)	**680,349.60**	**0.00**	**0%**	**727,175.47**	**-3,317.00**	**-21923%**

East Fallowfield Township
Detailed Budget vs Actual
June 30, 2025

	Actual June 2024	2024 Budget	% of Budget	Actual June 2025	2025 Budget	% of Budget
FIRE/EMS FUND						
Revenue						
301.11 · Real Property Taxes - Fire/EMS	693,016.74	715,934.00	97%	700,035.03	748,140.00	94%
341.02 · Interest on Checking	4,255.76	0.00	0%	10,905.06	5,000.00	218%
355.07 · Foreign Fire Insur Tax	0.00	51,232.00	0%		51,232.00	0%
Total Revenue	697,272.50	767,166.00	91%	710,940.09	804,372.00	88%
Expense						
411.110 · Salaries/Wages	688.84	1,378.00	50%	688.84	1,378.00	50%
411.192 · FICA/Medicare	52.72	105.00	50%	52.68	105.00	50%
411.194 · Unemployment Compensation	0.00	20.00	0%	7.41	0.00	0%
411.195 · Workers' Compensation	4,715.20	21,048.00	22%	0.00	25,000.00	0%
411.231 · Vehicle Fuel - Gasoline	4,731.91	7,000.00	68%	1,614.69	7,000.00	23%
411.238 · Clothing and Uniforms	0.00	0.00	0%	0.00	0.00	0%
411.242 · Supplies	0.00	0.00	0%	89.10	0.00	0%
411.317 · Other Services & Charges	0.00	0.00	0%	0.00	0.00	0%
411.324 · Mobile Phones	272.56	725.00	38%	329.04	600.00	55%
411.363 · Hydrant Service	15,565.44	30,000.00	52%	17,690.15	31,000.00	57%
411.374 · Vehicle Repair	0.00	0.00	0%	0.00	0.00	0%
411.420 · Dues and Memberships	175.00	350.00	50%	225.00	350.00	64%
411.460 · Meetings and Education	0.00	0.00	0%	0.00	0.00	0%
411.540 · Subsidy to Fire Companies	150,000.00	300,000.00	50%	150,000.00	300,000.00	50%
411.541 · Subsidy to Fire Relief Assoc.	0.00	51,232.00	0%	0.00	51,232.00	0%
411.542 · Subsidy to EMS Companies	91,054.00	182,108.00	50%	91,054.00	182,108.00	50%
411.543 · Capital Expenditures - Modena	20,000.00	73,200.00	27%	20,000.00	20,000.00	100%
411.544 · Capital Expenditures - Westwood	0.00			0.00	85,299.00	0%
411.543 · Capital Expenditures - Reserve	0.00			0.00	53,200.00	0%
411.492 · Operating Expenditures Reserve	0.00	100,000.00	0%	0.00	132,398.00	0%
Total Expense	287,255.67	767,166.00	37%	281,750.91	889,670.00	32%
Net Income/(Loss)	**410,016.83**	**-**	**0%**	**429,189.18**	**(85,298.00)**	**-503%**

East Fallowfield Township
Detailed Budget vs Actual
June 30, 2025

	Actual June 2024	2024 Budget	% of Budget	Actual June 2025	2025 Budget	% of Budget
LIQUID FUELS FUND						
Revenue						
341.01 · Interest on Checking	0.00	100.00	0%	3,212.57	0.00	0%
354.03 · Winter/Severe Winter Agree	0.00	35,462.00	0%	0.00	43,459.00	0%
355.02 · Liquid Fuels Tax	291,388.80	285,545.00	102%	290,409.96	286,070.00	102%
355.03 · State Turnback Allocation	28,120.00	29,440.00	96%	29,440.00	28,120.00	105%
392.02 · Transfer from Capital Fund	0.00	0.00	0%	0.00	75,000.00	0%
392.35 · Use of Fund Balance	0.00	84,053.00	0%	0.00	35,601.00	0%
389.00 · Miscellaneous Revenue	0.00	0.00	0%	0.00	0.00	0%
Total Revenue	319,508.80	434,600.00	74%	323,062.53	468,250.00	69%
Expense						
430.232 · Diesel Fuel	5,448.25	12,000.00	45%	5,800.65	12,000.00	48%
430.260 · Small Tools/Minor Equipment	0.00	0.00	0%	3,195.00	5,000.00	64%
430.310 · Fuel Pump Repair	0.00	0.00	0%	0.00	0.00	0%
430.313 · Engineering Services	0.00	0.00	0%	0.00	10,000.00	0%
430.317 · Other	0.00	500.00	0%	0.00	0.00	0%
430.384 · Rental of Machinery /Equipment	0.00	0.00	0%	1,027.62	0.00	0%
430.740 · Capital Purchases	0.00	0.00	0%	0.00	0.00	0%
432.221 · Road Salt	37,244.50	40,000.00	93%	83,206.63	45,000.00	185%
433.220 · Traffic Control Devices/Signs	1,997.50	0.00	0%	1,602.00	0.00	0%
434.361 · Street Lights - Electricity	598.08	1,200.00	50%	735.99	1,250.00	59%
436.371 · Storm Drain Repairs	59.90	0.00	0%	924.00	5,000.00	18%
437.245 · Shop Supplies	0.00	0.00	0%	0.00	0.00	0%
437.372 · Vehicle-Repair/Maintenance	10,542.96	900.00	1171%	8,284.59	10,000.00	83%
437.374 · Equipment-Repair/Maintenance	11,252.27	0.00	0%	7,035.98	10,000.00	70%
437.375 · Mower-Repair/Maintenance	0.00	0.00	0%	0.00	0.00	0%
438.220 · Aggregate {Asphalt/Stone/Etc}	1,661.55	30,000.00	6%	7,170.62	20,000.00	36%
438.310 · Highway/Shoulder - Maintenance	0.00	0.00	0%	500.00	0.00	0%
439.371 · Road Paving/Improvements	5,431.00	350,000.00	2%	6,003.88	350,000.00	2%
66900 · Reconciliation Discrepancies	0.00	0.00	0%	0.00	0.00	0%
Total Expense	74,236.01	434,600.00	17%	125,486.96	468,250.00	27%
Net Income/(Loss)	**245,272.79**	**0.00**	**0%**	**197,575.57**	**0.00**	**0%**

East Fallowfield Township
Detailed Budget vs Actual
June 30, 2025

	Actual June 2024	2024 Budget	% of Budget	Actual June 2025	2025 Budget	% of Budget
PARK AND RECREATION FUND						
Revenue						
322.05 · Concert in the Park Sponsors	11,250.00	12,000.00	94%	12,750.00	12,000.00	106%
322.06 · Concert in the Park Vendors	380.00	0.00	0%	90.00	430.00	21%
341.01 · Interest on Checking	1,463.24	2,000.00	73%	2,770.69	1,750.00	158%
367.20 · Park & Rec - Fee in Lieu of	0.00	0.00	0%	0.00	0.00	0%
Use of Reserves	0.00	45,000.00	0%	0.00	21,137.00	0%
Transfer from General Fund	0.00	0.00	0%	0.00	0.00	0%
Donations	0.00	1,500.00	0%	0.00	700.00	0%
Memorial Park Bench	0.00			0.00	4,000.00	0%
Pavillion Rental	600.00	750.00	80%	300.00	750.00	40%
Grants	0.00	0.00	0%	34,500.00	40,000.00	86%
Total Revenue	13,693.24	61,250.00	22%	50,410.69	80,767.00	62%
Expense						
Landscaping Shade Trees	0.00	1,000.00	0%	0.00	1,500.00	0%
Miscellaneous Expense	264.29	1,000.00	26%	7,883.88	0.00	0%
Playground Equipment	0.00	0.00	0%	18,576.00	26,267.00	71%
ECA expenses from Donations	0.00	0.00	0%	0.00	700.00	0%
Park Public Bathroom	0.00	0.00	0%	0.00	0.00	0%
New Pavillion	0.00	0.00	0%	0.00	0.00	0%
Engineering Fees	0.00	0.00	0%	0.00	0.00	0%
454.24 · Bee/Butterfly Garden	0.00	0.00	0%	0.00	0.00	0%
454.25 · Tag's Memorial Garden	4,359.66	10,000.00	44%	382.47	1,500.00	25%
454.27 · Park & Rec Commission	0.00	2,000.00	0%	0.00	0.00	0%
Professional Services	15,133.32	30,000.00	50%	6,250.00	0.00	0%
Lighting	4,332.00	5,000.00	87%	0.00	0.00	0%
454.493 · Park Events/Concert in the Park	9,493.85	10,000.00	95%	9,869.23	12,000.00	82%
454.49 · Park Events Other	570.00	0.00	0%	2,189.32	8,000.00	27%
Water Service (restroom)	0.00	0.00	0%	0.00	0.00	0%
Restroom Maintenance	0.00	2,250.00	0%	331.77	1,500.00	22%
492.000 · Surplus added to Reserves		0.00	0%	0.00	33,800.00	0%
Surveillance Cameras	0.00	0.00	0%	0.00	0.00	0%
Internet (cameras)	0.00	0.00	0%	0.00	0.00	0%
Transfer to Park & Rec Fund	0.00	0.00	0%	0.00	0.00	0%
Total Expense	34,153.12	61,250.00	56%	45,482.67	85,267.00	53%
Net Income/(Loss)	**-20,459.88**	**0.00**	**0%**	**4,928.02**	**-4,500.00**	**-110%**

East Fallowfield Township
Detailed Budget vs Actual
June 30, 2025

	Actual June 2024	2024 Budget	% of Budget	Actual June 2025	2025 Budget	% of Budget
CAPITAL FUND						
Revenue						
Contributions	0.00	0.00	0%		0.00	0%
341.00 · Interest	17,761.32	5,000.00	355%	23,686.43	20,000.00	118%
354.00 · Commonwealth of PA Grant	199,154.30	0.00	0%	5,388.41	0.00	0%
387.00 · Contributions from Private Source	0.00	0.00	0%		0.00	0%
387.XX · DCED Reimb Grant - Mortonville Rd	0.00	0.00	0%		891,000.00	0%
387.XX · DCED Reimb Grant - Fuel Pump	0.00	56,328.00	0%		0.00	0%
387.00 · Grant - Newlinville Traffic Calming	0.00	250,000.00	0%		250,000.00	0%
Sale of Fixed Assets	0.00	20,000.00	0%		20,000.00	0%
392.XX · Transfer in from Trash Fund	31,451.84	32,789.00	96%		0.00	0%
392.00 · Transfer in from General Fund	0.00	151,235.00	0%		1,000,000.00	0%
392.XX · Use of Reserves	0.00	480,892.00	0%		482,941.00	0%
Total Revenue	248,367.46	996,244.00	25%	29,074.84	2,663,941.00	1%
Expense						
Bank Fees	0.00	0.00	0%	15.00	0.00	0%
Document Digitization	3,100.00	0.00	0%		5,000.00	0%
Surveys and Studies	0.00	106,650.00	0%	9,548.50	12,050.00	79%
Township Website	0.00	20,000.00	0%		25,000.00	0%
Computers - revolving schedule	0.00	5,000.00	0%		5,200.00	0%
Computers - Server for Admin	0.00	11,000.00	0%		12,000.00	0%
Newlinville Village Master Plan	0.00	0.00	0%			0%
Newlinville Traffic Calming	33,092.00	275,000.00	12%	14,564.75	200,000.00	7%
Printing	0.00	0.00	0%			0%
Software and Services	0.00	0.00	0%			0%
Software and Services - PD Grant	12,547.29	0.00	0%	5,388.41		0%
Software and Services - Code Enforcement	0.00	30,000.00	0%	12,800.00	30,000.00	43%
Fuel Pump Replacement	0.00	80,000.00	0%		0.00	0%
410.74 · Police - Capital Purchase/Lease	7,569.25	82,530.00	9%	64,643.15	174,275.00	37%
430.74 · Capital Purchase - Mach/Equip	72,496.54	250,413.00	29%	292,578.76		0%
439.000 · Repairs & Maint. - Highways	2,697.25	125,000.00	2%	74,044.51	1,245,113.00	6%
454.00 · Capital Projects - Park	0.00	0.00	0%			0%
462.310 Subdivision/Land Development	0.00	0.00	0%			0%
471.00 · Capital Lease Principal Payment	4,954.11	9,958.00	50%	7,562.05	10,159.00	74%
472.00 · Loan interest	371.53	693.00	54%	426.41	493.00	86%
491.000 · Refund of Prior Year Expenditure	-189.00	0.00	0%			0%
Transfer to Liquid Fuels					75,000.00	0%
492.000 · Transfer to Parks & Rec Fund	0.00	0.00	0%			0%
66900 · Reconciliation Discrepancies	0.00	0.00	0%			0%
Total Expense	136,638.97	996,244.00	14%	481,571.54	1,794,290.00	27%
Net Income/(Loss)	**111,728.49**	**0.00**	**0%**	**-452,496.70**	**869,651.00**	**-52%**

East Fallowfield Township - General Fund
Payment Authorization Detail
June 25 through July 22, 2025

	Type	Date	Num	Due Date	Aging	Open Balance
21st Century Media						
	Bill	06/30/2025	2734471	07/10/2025	7	364.82
Total 21st Century Media						364.82
A & Z 2025 Lincoln Corp						
	Bill	07/07/2025	303	08/06/2025		133.00
Total A & Z 2025 Lincoln Corp						133.00
ASAP Hydraulics, Inc.						
	Bill	07/11/2025	3995659	07/21/2025		229.26
Total ASAP Hydraulics, Inc.						229.26
Berkheimer Tax Administrator - HAB-MISC						
	Bill	07/09/2025	2025 CASD Tax	07/19/2025		6,864.11
Total Berkheimer Tax Administrator - HAB-MISC						6,864.11
Bigfoot Automotive LLC						
	Bill	06/23/2025	11187	07/03/2025	14	70.00
	Bill	06/23/2025	11193	07/03/2025	14	179.76
Total Bigfoot Automotive LLC						249.76
Brandywine Valley SPCA						
	Bill	06/30/2025	Jun54	07/10/2025	7	131.76
Total Brandywine Valley SPCA						131.76
David Heiser's Inc.						
	Bill	06/09/2025	29899	06/19/2025	28	78.00
Total David Heiser's Inc.						78.00
Drugscan, Inc.						
	Bill	05/31/2025	SINV001239	06/10/2025	37	530.00
Total Drugscan, Inc.						530.00
Eagle Point Gun						
	Bill	06/27/2025	227433	07/07/2025	10	4,114.19
Total Eagle Point Gun						4,114.19
Finish Line Home Services						
	Bill	07/14/2025	2967	07/24/2025		89.00
	Bill	07/14/2025	2968	07/24/2025		89.00
Total Finish Line Home Services						178.00
Fulton Bank CommUNITY Card						
	Bill	07/09/2025	6/7/2025-7/9/2025	07/19/2025		919.50
Total Fulton Bank CommUNITY Card						919.50
H.A. Berkheimer, Inc.						
	Bill	06/30/2025	25060014	07/10/2025	7	13.45
Total H.A. Berkheimer, Inc.						13.45
Hatt's Industrial Supplies, Inc.						
	Bill	07/02/2025	3124698	07/12/2025	5	4.29
	Bill	07/11/2025	3126610	07/21/2025		10.48
Total Hatt's Industrial Supplies, Inc.						14.77
Herbert E. MacCombie, Jr. P.E.						
	Bill	06/27/2025	2025-06-003	07/07/2025	10	782.50
	Bill	06/27/2025	2025-06-004	07/07/2025	10	195.50
Total Herbert E. MacCombie, Jr. P.E.						978.00
Keystone Municipal Services, Inc.						
	Bill	06/24/2025	39202-39214	07/24/2025		3,389.89
	Bill	07/11/2025	39318-39329	08/10/2025		4,362.60
Total Keystone Municipal Services, Inc.						7,752.49

East Fallowfield Township - General Fund
Payment Authorization Detail
June 25 through July 22, 2025

Metropolitian Communications, Inc.						
	Bill	06/09/2025	IN000127853	06/19/2025	28	310.00
	Bill	06/09/2025	IN000127854	06/19/2025	28	124.00
	Bill	06/09/2025	IN000127855	06/19/2025	28	186.00
Total Metropolitian Communications, Inc.						620.00
NAPA Auto Parts {Coatesville}						
	Bill	07/11/2025	127646	07/21/2025		129.14
Total NAPA Auto Parts {Coatesville}						129.14
Occupational Health Centers						
	Bill	06/10/2025	517930933	06/20/2025	27	104.00
Total Occupational Health Centers						104.00
Paradise Truck Tire Specialists, Inc.						
	Bill	06/17/2025	111293	06/27/2025	20	920.00
Total Paradise Truck Tire Specialists, Inc.						920.00
Pennoni Associates Inc						
	Bill	06/19/2025	1279934	06/29/2025	18	77.25
	Bill	06/19/2025	1279935	06/29/2025	18	448.25
Total Pennoni Associates Inc						525.50
Pennsylvania American Water						
	Bill	07/07/2025	210029460622-7/7/25	07/17/2025		63.59
Total Pennsylvania American Water						63.59
Pennsylvania Municipal Health Insur. Coop						
	Bill	07/08/2025	222071-0	07/18/2025		29,679.87
Total Pennsylvania Municipal Health Insur. Coop						29,679.87
Pennsylvania One Call System, Inc.						
	Bill	06/30/2025	1109762	07/10/2025	7	54.03
Total Pennsylvania One Call System, Inc.						54.03
Petroleum Traders Corporation						
	Bill	07/15/2025	2103155	07/25/2025		976.23
Total Petroleum Traders Corporation						976.23
Siana Law, LLP						
	Bill	07/06/2025	101724	07/16/2025	1	5,114.98
	Bill	07/06/2025	101725	07/16/2025	1	460.69
	Bill	07/06/2025	101726	07/16/2025	1	966.00
Total Siana Law, LLP						6,541.67
Stephenson Equipment, Inc.						
	Bill	06/04/2025	P0265201	06/14/2025	33	134.11
	Bill	06/09/2025	P0083508	06/19/2025	28	93.94
Total Stephenson Equipment, Inc.						228.05
Verderosa, Denise						
	Bill	06/24/2025	3/29/2025-Mileage	07/04/2025	13	35.00
Total Verderosa, Denise						35.00
Verizon (Park Internet) 756-631-796						
	Bill	07/13/2025	756-631-796-7/13/25	07/23/2025		114.90
Total Verizon (Park Internet) 756-631-796						114.90
Witmer Public Safety Group						
	Bill	06/03/2025	INV693063	07/03/2025	14	209.12
	Bill	06/20/2025	INV703793	07/20/2025		153.54
Total Witmer Public Safety Group						362.66
TOTAL						**62,905.75**

East Fallowfield Township - Trash Fund
Payment Authorization Detail
June 25 through July 22, 2025

	Type	Date	Num	Due Date	Aging	Open Balance
Chester County Solid Waste Authority						
	Bill	07/07/2025	75338	07/17/2025	10	5,133.44
	Bill	07/15/2025	75413	07/25/2025	2	4,886.21
Total Chester County Solid Waste Authority						10,019.65
TOTAL						**10,019.65**

East Fallowfield Township - Liquid Fuels Fund
Payment Authorization Detail
June 25 through July 22, 2025

	Type	Date	Num	Due Date	Aging	Open Balance
B.M. Burkhart, Inc.						
	Bill	06/26/2025	5252	06/26/2025	21	300.00
Total B.M. Burkhart, Inc.						300.00
New Enterprise Stone & Lime Co., Inc.						
	Bill	06/26/2025	8600804	07/06/2025	11	940.85
	Bill	07/10/2025	8612163	07/20/2025		2,877.38
Total New Enterprise Stone & Lime Co., Inc.						3,818.23
PECO {00401} NEW25000						
	Bill	07/03/2025	6355425000-7/3/25	07/13/2025	4	9.55
Total PECO {00401} NEW25000						9.55
PECO {01003} NEW01111						
	Bill	07/07/2025	3968601111-7/7/25	07/17/2025		55.73
Total PECO {01003} NEW01111						55.73
Pennoni Associates Inc						
	Bill	06/19/2025	1279937	06/29/2025	18	520.63
Total Pennoni Associates Inc						520.63
Petroleum Traders Corporation						
	Bill	07/08/2025	2101361	07/18/2025		475.56
Total Petroleum Traders Corporation						475.56
Pipe Line Plastics, LLC.						
	Bill	06/25/2025	354488	07/05/2025	12	1,140.95
Total Pipe Line Plastics, LLC.						1,140.95
Pipe Xpress, LLC						
	Bill	06/17/2025	137190	06/27/2025	20	92.40
Total Pipe Xpress, LLC						92.40
TOTAL						**6,413.05**

East Fallowfield Township - Park Rec. Fund
Payment Authorization Detail
June 25 through July 22, 2025

	Type	Date	Num	Due Date	Aging	Open Balance
Birthday Buddies Inc.						
	Bill	07/15/2025	8/2/2025 - Bluey	07/30/2025		350.00
Total Birthday Buddies Inc.						350.00
Brandywine Flags						
	Bill	06/26/2025	7965	07/11/2025	6	82.00
Total Brandywine Flags						82.00
Crystal Murphy Music						
	Bill	07/15/2025	8/2/2025 - Concert	07/30/2025		500.00
Total Crystal Murphy Music						500.00
Denise Verderosa						
	Bill	06/28/2025	6/28/25-Mileage	07/13/2025	4	28.00
Total Denise Verderosa						28.00
Fulton CommUNITY Visa Card						
	Bill	07/09/2025	6/7/25-7/9/25	07/24/2025		254.80
Total Fulton CommUNITY Visa Card						254.80
Gaillyn Giles						
	Credit	07/07/2025	EFT-3-CR			-500.00
	Bill	07/07/2025	EFT-6	07/22/2025		500.00
	Bill	07/07/2025	EFT-7	07/22/2025		250.00
Total Gaillyn Giles						250.00
Jets Bounce Party Rentals						
	Bill	07/15/2025	Ref #1943 - 8/2/2025	07/30/2025		580.00
Total Jets Bounce Party Rentals						580.00
Johnson, Janet						
	Bill	07/09/2025	6/16/25-Plants	07/24/2025		48.75
Total Johnson, Janet						48.75
YMCA of Greater Brandywine						
	Bill	07/15/2025	8/2/25 - Fit Truk	07/30/2025		1,250.00
Total YMCA of Greater Brandywine						1,250.00
TOTAL						**3,343.55**

East Fallowfield Township - Capital Fund
Payment Authorization Detail
June 25 through July 22, 2025

	Type	Date	Num	Due Date	Aging	Open Balance
Pennoni Associates, Inc						
	Bill	06/19/2025	1279928	06/29/2025	18	757.00
	Bill	06/19/2025	1279936	06/29/2025	18	5,146.13
Total Pennoni Associates, Inc						5,903.13
TOTAL						**5,903.13**

East Fallowfield Township - Rebill Fund
Payment Authorization Detail
June 25 through July 22, 2025

	Type	Date	Num	Due Date	Aging	Open Balance
Herbert E. MacCombie, Jr. P.E.						
	Bill	06/27/2025	2025-06-001	07/12/2025	5	135.00
	Bill	06/27/2025	2025-06-002	07/12/2025	5	33.75
Total Herbert E. MacCombie, Jr. P.E.						168.75
Pennoni Associates, Inc						
	Bill	06/19/2025	1279929	07/04/2025	13	619.75
	Bill	06/19/2025	1279930	07/04/2025	13	2,948.00
	Bill	06/19/2025	1279931	07/04/2025	13	40.75
	Bill	06/19/2025	1279932	07/04/2025	13	163.00
	Bill	06/19/2025	1279933	07/04/2025	13	1,361.50
Total Pennoni Associates, Inc						5,133.00
Siana Law, LLP						
	Bill	07/06/2025	101727	07/21/2025		23.00
	Bill	07/06/2025	101728	07/21/2025		23.00
Total Siana Law, LLP						46.00
TOTAL						**5,347.75**

Interim Payments
PAYMENT AUTHORIZATION DETAIL
June 25 through July 22, 2025

	Type	Num	Date	Name	Account	Paid Amount	Original Amount
	Bill Pmt -Check	**107**	**07/09/2025**	**PECO {21007} NEW75000**	**100.20 · Meridian Bank - 419**		**-119.79**
	Bill	3858675000-6/25/25	06/25/2025		434.361 · Street Lights - Electricity	-119.79	119.79
TOTAL						-119.79	119.79
	Bill Pmt -Check	**42**	**07/09/2025**	**A.J. BLOSENSKI INC**	**Meridian - Trash Account**		**-64,931.24**
	Bill	2523998W360	07/01/2025		427.367 · Trash/Recycling Hauling Service (Trash/Recycling Hauling Service)	-64,856.24	64,856.24
					427.367 · Trash/Recycling Hauling Service (Trash/Recycling Hauling Service)	-75.00	75.00
TOTAL						-64,931.24	64,931.24
	Bill Pmt -Check	**43**	**07/09/2025**	**Chester County Solid Waste Authority**	**Meridian - Trash Account**		**-8,964.00**
	Bill	75169	06/22/2025		427.368 · Trash Tipping Fees (Trash Tipping Fees)	-3,158.15	3,158.15
	Bill	75252	06/30/2025		427.368 · Trash Tipping Fees (Trash Tipping Fees)	-5,805.85	5,805.85
TOTAL						-8,964.00	8,964.00
	Bill Pmt -Check	**26**	**07/08/2025**	**Pennsylvania American Water { Hydrants}**	**100.80 · Meridian Fire/EMS Account**		**-2,926.08**
	Bill	210029592567-7/2/25	07/02/2025		411.363 · Hydrant Service	-2,926.08	2,926.08
TOTAL						-2,926.08	2,926.08
	Check		**07/10/2025**		**100.01 · Meridian Bank - GF - Checking**		**-131.98**
					406.391 · Credit Card Processing Fees	-131.98	131.98
TOTAL						-131.98	131.98
	Check	**ONL0058**	**07/07/2025**	**Meridian Bank**	**100.01 · Meridian Bank - GF - Checking**		**-76.52**
					406.392 · Bank Fees	-76.52	76.52
TOTAL						-76.52	76.52
	Bill Pmt -Check	**ONL0059**	**07/16/2025**	**PSATS UC Group Trust Fund**	**100.01 · Meridian Bank - GF - Checking**		**-713.97**
	Bill	2nd QTR 2025	07/16/2025		405.194 · Unemployment Compensation	-127.54	127.54
					410.194 · Unemployment Compensation	-410.08	410.08
					411.194 · Unemployment Compensation	-7.41	7.41
					430.194 · Unemployment Compensation	-168.94	168.94
TOTAL						-713.97	713.97
	Check	**ONL0060**	**07/20/2025**	**Great American Financial Services{Office}**	**100.01 · Meridian Bank - GF - Checking**		**-214.00**
					406.384 · Rent - Copier/Postage Meter	-214.00	214.00
TOTAL						-214.00	214.00
	Bill Pmt -Check	**574**	**07/09/2025**	**A & Z 2025 Lincoln Corp**	**100.01 · Meridian Bank - GF - Checking**		**-91.00**
	Bill	296	06/06/2025		410.374 · Vehicle/Equipment Repair	-91.00	91.00
TOTAL						-91.00	91.00
	Bill Pmt -Check	**575**	**07/09/2025**	**Aflac**	**100.01 · Meridian Bank - GF - Checking**		**-232.62**
	Bill	474066	06/25/2025		410.316 · Aflac Insurance	-148.26	148.26
					430.316 · Aflac Insurance	-84.36	84.36
TOTAL						-232.62	232.62
	Bill Pmt -Check	**576**	**07/09/2025**	**American United Life Insurance Company**	**100.01 · Meridian Bank - GF - Checking**		**-981.68**
	Bill	G00620709-6/17/25	06/17/2025		405.198 · Life / AD&D	-59.13	59.13
					405.199 · STD/LTD	-155.92	155.92
					410.198 · Life / AD&D	-263.41	263.41
					410.199 · STD/LTD	-405.13	405.13
					430.198 · Life / AD&D	-21.50	21.50
					430.199 · STD/LTD	-76.59	76.59
TOTAL						-981.68	981.68
	Bill Pmt -Check	**577**	**07/09/2025**	**Cleaning for Cures, LLC**	**100.01 · Meridian Bank - GF - Checking**		**-300.00**
	Bill	3713	06/30/2025		409.373 · Building Repair/Maintenance	-200.00	200.00
					410.373 · Building Repair/Maintenance	-100.00	100.00
TOTAL						-300.00	300.00
	Bill Pmt -Check	**578**	**07/09/2025**	**CompNet, Inc.**	**100.01 · Meridian Bank - GF - Checking**		**-1,397.50**
	Bill	14539	06/30/2025		410.452 · Contracted IT	-420.00	420.00
					410.452 · Contracted IT	-80.00	80.00
					410.452 · Contracted IT	-140.00	140.00
	Bill	14540	06/30/2025		407.452 · Contracted IT Service	-600.00	600.00
					407.452 · Contracted IT Service	-80.00	80.00
					407.452 · Contracted IT Service	-77.50	77.50
TOTAL						-1,397.50	1,397.50
	Bill Pmt -Check	**579**	**07/09/2025**	**FP Mailing Solutions**	**100.01 · Meridian Bank - GF - Checking**		**-56.85**
	Bill	RI106690518	06/23/2025		406.215 · Postage	-56.85	56.85
TOTAL						-56.85	56.85
	Bill Pmt -Check	**580**	**07/09/2025**	**Paymerang, LLC.**	**100.01 · Meridian Bank - GF - Checking**		**-400.00**

Interim Payments
PAYMENT AUTHORIZATION DETAIL
June 25 through July 22, 2025

	Bill	INV5555	03/31/2025		406.317 · Other Services/Charges	-100.00	100.00
	Bill	INV5553	03/31/2025		406.317 · Other Services/Charges	-300.00	300.00
TOTAL						-400.00	400.00
	Bill Pmt -Check	**581**	**07/09/2025**	**PECO {12000} Twp Bldg**	**100.01 · Meridian Bank - GF - Checking**		**-571.20**
	Bill	6978912000-6/27/25	06/27/2025		409.361 · Electricity	-501.15	501.15
					409.362 · Gas	-70.05	70.05
TOTAL						-571.20	571.20
	Bill Pmt -Check	**582**	**07/09/2025**	**PECO {99000} Park**	**100.01 · Meridian Bank - GF - Checking**		**-60.55**
	Bill	7417999000-6/25/25	06/25/2025		454.371 · Park Maintenance	-60.55	60.55
TOTAL						-60.55	60.55
	Bill Pmt -Check	**583**	**07/09/2025**	**Pennsylvania American Water**	**100.01 · Meridian Bank - GF - Checking**		**-224.64**
	Bill	220039004224-7/7/25	07/07/2025		454.371 · Park Maintenance	-224.64	224.64
TOTAL						-224.64	224.64
	Bill Pmt -Check	**584**	**07/09/2025**	**Petroleum Traders Corporation**	**100.01 · Meridian Bank - GF - Checking**		**-2,072.29**
	Bill	2096083	06/17/2025		410.231 · Vehicle Fuel - Gasoline	-616.90	616.90
					430.231 · Vehicle Fuel - Gasoline	-359.33	359.33
	Bill	2098164	06/24/2025		410.231 · Vehicle Fuel - Gasoline	-300.32	300.32
					430.231 · Vehicle Fuel - Gasoline	-185.60	185.60
	Bill	2100089	07/01/2025		410.231 · Vehicle Fuel - Gasoline	-387.73	387.73
					430.231 · Vehicle Fuel - Gasoline	-222.41	222.41
TOTAL						-2,072.29	2,072.29
	Bill Pmt -Check	**585**	**07/09/2025**	**Primo Brands - Police**	**100.01 · Meridian Bank - GF - Checking**		**-13.99**
	Bill	15F0435888474	06/25/2025		410.236 · Building Supplies	-10.00	10.00
					410.236 · Building Supplies	-3.99	3.99
TOTAL						-13.99	13.99
	Bill Pmt -Check	**586**	**07/09/2025**	**Semperon Corporation**	**100.01 · Meridian Bank - GF - Checking**		**-554.19**
	Bill	SEMP-7703	07/01/2025		406.321 · Telephone	-192.94	192.94
	Bill	SEMP-7525	07/01/2025		410.321 · Telephone	-361.25	361.25
TOTAL						-554.19	554.19
	Bill Pmt -Check	**587**	**07/09/2025**	**Teamsters Health & Welfare Fund**	**100.01 · Meridian Bank - GF - Checking**		**-6,967.32**
	Bill	02531-001 - Aug2025	07/07/2025		430.196 · Health/Dental Insurance	-6,967.32	6,967.32
TOTAL						-6,967.32	6,967.32
	Bill Pmt -Check	**588**	**07/09/2025**	**Verizon {Township Internet} 753-895-532**	**100.01 · Meridian Bank - GF - Checking**		**-99.00**
	Bill	753-895-532-6/27/25	06/27/2025		407.325 · Internet Fees	-99.00	99.00
TOTAL						-99.00	99.00
	Bill Pmt -Check	**589**	**07/09/2025**	**Verizon Wireless {Office-Police}**	**100.01 · Meridian Bank - GF - Checking**		**-250.82**
	Bill	6115706927	06/10/2025		406.324 · Mobile Phone	-52.73	52.73
					406.324 · Mobile Phone	-25.72	25.72
					430.324 · Mobile Phones	-30.04	30.04
					430.324 · Mobile Phones	-44.92	44.92
					410.324 · Mobile Phones	-42.57	42.57
					411.324 · Mobile Phones	-54.84	54.84
TOTAL						-250.82	250.82
	Bill Pmt -Check	**590**	**07/09/2025**	**Viking Termite & Pest Control, LLC.**	**100.01 · Meridian Bank - GF - Checking**		**-80.00**
	Bill	903050631	07/01/2025		409.373 · Building Repair/Maintenance	-80.00	80.00
TOTAL						-80.00	80.00
						Total	**92,431.23**

TOTAL ALL BILLS $ 186,364.11

East Fallowfield Township
Interfund Transfers
June 25 through July 22, 2025

	Type	Date	Num	Due Date	Aging	Open Balance
East Fallowfield Township - Liquid Fuels						
	Bill	06/24/2025	2021-2023 Audit ADJ	07/04/2025	13	1,908.00
Total East Fallowfield Township - Liquid Fuels						1,908.00

EAST FALLOWFIELD TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA
RESOLUTION NO. 2025-15

A RESOLUTION OF THE TOWNSHIP OF EAST FALLOWFIELD ADOPTING RULES FOR PUBLIC PARTICIPATION AT BOARD OF SUPERVISORS MEETINGS

WHEREAS, Section 710.1 of the Pennsylvania Sunshine Act (65 Pa.C.S.A. § 710.1) mandates that municipal governments provide residents or taxpayers with "a reasonable opportunity . . . to comment on matters of concern, official action or deliberation which are or may be before the board or council prior to taking official action;" and,

WHEREAS, Section 710 of the Sunshine Act (65 Pa.C.S.A. § 710) establishes that municipal governments may regulate public comment and the orderly administration of public meetings, affirming that "nothing in this chapter shall prohibit the agency from adopting by official action the rules and regulations necessary for the conduct of its meetings and the maintenance of order (65 Pa.C.S.A. § 710)"; and,

WHEREAS, comments from residents and stakeholders can provide important information and feedback to the Board of Supervisors that facilitates improved decision-making by members of the Board of Supervisors, and

WHEREAS, The purpose of the policy is to assure an orderly framework within which the business of the Township can be conducted by setting basic ground rules for public participation, encouraging the Board of Supervisors and the public to act toward each other with mutual respect and provide a framework for enforcing the rules; and

NOW, THEREFORE, BE IT RESOLVED that East Fallowfield Township, Chester County, Pennsylvania, establishes the following Rules of Conduct for the Board of Supervisors governing public comment at meetings of the Board of Supervisors:

1) Time will be reserved for public comment:

a) The first public comment period shall be permitted at the conclusion of the Board's discussion on agenda items designated as action items after a motion has been made and seconded. Such comments shall be restricted to the motion under consideration.

b) The second public comment period shall be held during the public participation period on the agenda and shall be for any matters of general concern before the Board of Supervisors.

c) During work session meetings, public comments will be taken at the end of the meeting on agenda and general business items.

2) The following individuals will have standing to offer comments:

a) Any resident or taxpayer of the East Fallowfield Township

b) Any person owning real estate in the Township of East Fallowfield or their representative.

c) Any authorized representative of an organization or entity whose primary place of business is in the Township of East Fallowfield.

3) A copy of this Resolution shall be on display or made available within the meeting room. Prior to making their comment, all speakers shall state their name, address, and their affiliation if they are speaking other than as a resident.

4) Public comment periods shall be administered by the Board Chair under the following rules:

a) Prior to the first public comment period, Board Chair shall read the following instructions:

i. "We ask that all those speaking limit their comments to 3 minutes. Please stay on topic, present your comments in a spirit of cooperation and collaboration, and be respectful of the institution of Township Government in your words, tone and gestures. Please comply with any instructions I might give you during your statement. Thank you."

b) Overall total public comment time in any comment period shall not be restricted except by vote of the Board of Supervisors.

c) At Board of Supervisors meetings, the Board of Supervisors Chairperson shall be the spokesperson for the Board, maintain decorum at the meetings, uniformly enforce the rules expressed in this Resolution, and will generally refer citizen concerns to the township manager for research by staff and reporting back to the Board of Supervisors.

d) Each speaker requesting time will be recognized only once during any comment period. Individuals may not give their time to other people.

e) A timer will be visible to speakers to indicate the amount of time that has elapsed during their comment. An auditory signal will inform speakers when 3 minutes have expired since they began their comment. The timer will continue to run until the speaker has completed their comment.

f) The Board of Supervisors Chair will recognize individuals to speak and determine the order of speaking.

g) If able, speakers must go up to the podium to address the Board of Supervisors. Unless it is necessary to provide a reasonable accommodation, comment will not be allowed from the audience sitting area.

h) Individuals must state their name and address for the record prior to making a public comment. Note that board meeting minutes will not include the name of the speaker unless the speaker clearly identifies themself.

i) The public comment period is not an appropriate time for a question-and-answer session. The Board is not required to answer questions posed during public comment. However, when applicable and appropriate, answers to questions raised during the public comment period will be provided at a later meeting or where appropriate through follow-up with the individual speaker.

j) Speakers should address the Board Chair directly and not directly question or engage dialogue with the Board of Supervisors members, township staff members or other individuals presenting at the meeting unless expressly permitted by the Board Chair. The issues handled by the Township's staff or professionals are often complex, and in order to make sure the information being disseminated to the public is accurate, responses to questions posed during a public meeting, will be provided by staff at a later date, during a public meeting or individually to the speaker at the direction of the Board Chair.

k) Any action or ruling taken by the Board Chair in managing public comment periods may be overruled by a majority vote of the Board.

l) Nothing herein shall be construed as a limitation on: presentations on matters of Township concern placed on the agenda by the Township; or comments by members of Township Board, staff or consultants, speaking in their official capacities; or any other action by the Township or Board as permitted by the Sunshine Act.

5) Any references to the Board Chair herein shall be construed to include the Board Chair, Vice-Chair, or his/her designee.

6) If a resident needs a reasonable accommodation to attend a meeting, they should contact the Township Manager no later than three days in advance so that the Township can make the accommodation for them to attend the meeting.

7) If in the judgement of the Board of Supervisors, the period for public comment is unusually long, the atmosphere has become unruly, or comments become repetitive, the Board of Supervisors may move to close public comment or defer all or portions of the public comment to a subsequent regular meeting or to a work session or to an advertised special meeting.

ADOPTED this 22nd day of July 2025, by the Board of Supervisors of East Fallowfield Township, Chester County, Pennsylvania.

BOARD OF SUPERVISORS
EAST FALLOWFIELD TOWNSHIP

_____
Clare Small-McEvoy, Chair

_____
Mike Domboski, Vice Chair

_____
Wilson T. Lambert, Jr., Member

_____
Katja DiRado, Member

_____
Al Wright, Member

Attest:

_____
Township Manager/Secretary

7.15.25 DRAFT

EMPLOYMENT AGREEMENT

THIS AGREEMENT, made as of the 22nd day of July 2025, by and between East Fallowfield Township, hereinafter referred to as the "Township," with an address of 2264 Strasburg Road, East Fallowfield, PA 19320, and Chad Osborn, hereinafter referred to as the "Chief" or "Chief Osborn," with an address of _____, PA _____.

WITNESSETH

WHEREAS, the Township desires to continue to employ the services of Chad Osborn as the Chief of Police of the Police Department of East Fallowfield Township, Chester County, Pennsylvania, to manage the Police Department and the work of its Officers; and **WHEREAS,** Chad Osborn desires such employment as Chief of Police.

NOW, THEREFORE, in consideration of the promises and of the mutual covenants and undertakings herein set forth, the parties hereto, each intending to be legally bound hereby, do hereby covenant and agree as follows:

SECTION I DUTIES AND THE DATE OF EMPLOYMENT

The term of this Agreement cover the period from January 1, 2025 and shall continue until and through December 31, 2027.

The duties of the East Fallowfield Township Chief of Police are:

1. Subject to the direct supervision of the Township Manager pursuant to applicable law and the Township's ordinances, the Chief shall serve as the principal manager and director of daily operations of the Township Police Department and to participate in Township police patrols and other Township law enforcement activities.

2. To report to the Township Manager and to the Board of Supervisors on a regular basis and at other times, upon request of the Township Manager and the Board of Supervisors

regarding the activities and operations of the Township Police Department in accordance with law.

3. To carry out faithfully the policies adopted and orders and directives issued by the Township Board of Supervisors, which pertain to the Township Police Department.

4. To promote increased efficiency and productivity within the Township Police Department, and, at regular intervals and as reasonably requested by the Board of Supervisors, to report to the Township Board of Supervisors with recommendations and alternatives to improve Township police protection and public safety.

5. To exercise discretion in determining which police department officer shall receive additional or specialized police education and training, within the framework of the police department budget.

6. To formulate police department internal policies, to prepare and/or update on a periodic basis the Township police regulations and a manual of police procedures and to present the same for review and approval by the Township Board of Supervisors.

7. To assume direct authority over all Township police officers and to order compliance by all Township police officers with all police department policies, procedures, regulations, directives and orders.

8. To make yearly evaluations or to direct and review yearly evaluations of all other police officers and departmental personnel under the authority of the Chief, and to report on the conclusion of such evaluations to the Township Manager. .

9. To issue commendations to police officers whose conduct warrants special praise, to make recommendations on whether any probationary employee should be given permanent status, and to make recommendations regarding promotions of Township police officers to such

ranks as may be determined by the Township Board of Supervisors to be necessary or advisable from time to time.

10. To use appropriate discretion, firmness and fairness in exercising the Chief's powers of discipline whenever a departmental employee's conduct warrants discipline. Pursuant to the Township's Internal Affairs policy, the Chief shall promptly notify the Township Manager and/or Board of Supervisors of any misconduct committed by a police officer under his supervision, which may, in the Chief's judgment, require the suspension, demotion or termination of the police officer, with the understanding that the Board has the exclusive authority to impose the foregoing forms of discipline. The Chief shall specify the nature of the misconduct and shall inform the Township Manager and Board of the discipline he recommends in the event the subject misconduct triggers the application of the Police Tenure Act or the grievance procedure set forth in the Collective Bargaining Agreement By and Between the East Fallowfield Police Officers' Association and East Fallowfield Township ("Collective Bargaining Agreement"). Notwithstanding the foregoing, the Chief shall have the authority to issue verbal or written reprimands to any police officer for conduct that, in the Chief's judgment, does not require the suspension, demotion or termination of a police officer.

11. To prepare and propose a detailed Police Department budget each year, for review and approval by the Township Board of Supervisors.

12. To monitor the expenses of the Police Department and to report to the Township Manager any unforeseen expenses and any need to modify or revise the Police Department budget.

13. To prepare and propose capital plans for the Police Department, for periods in excess of one (1) year (e.g., five-year capital plans) for review and approval by the Township Board of Supervisors.

14. To advise the Township Board of Supervisors, at times determined in the discretion of the Chief or otherwise upon reasonable request by the Board of Supervisors, concerning such Federal, State or County grant monies as may periodically be made available, and to prepare proposals or applications for same, for consideration and approval by the Township Board of Supervisors.

15. To ensure that all Police Department records, property, items of evidence and any other items collected by police on Township business are held, inventoried and preserved properly, and that disposal of any such items are properly accounted for.

16. To direct the preparation of Police Department work schedules, and to implement such work schedules.

17. To exercise discretion in the approval or disapproval of requests of Police Department personnel for time off for vacations, personal days, sick days, bereavement leave or such other emergency requests as may develop from time to time, consistent with Township Police Department policies for Township employees and consistent with the Collective Bargaining Agreement.

18. In the event that the Chief is away from the Township on approved, extended leave from his position (being for a period greater than seven (7) days) for the purpose of attending training and/or educational programs, he may designate an individual to serve as his designee, as must be approved by the Township Board of Supervisors, for the purpose of temporarily fulfilling his duties and obligations under this Agreement and the aforesaid

Collective Bargaining Agreement as the Officer-in-Charge. The authority and role of the Officer-in-Charge shall be limited to the duties and obligations of the Chief under the following articles of the Collective Bargaining Agreement: Article IX (in determining the need for a mandatory department meeting); Article X (with respect to notification and approval for extensions of on-call payment); Article XI (in establishing work schedules); Article XIII (in determining when vacation time may be taken); Article XV (in receiving notification of and approving personal days); Article XVI (in receiving notification of and approving sick leave, as well as in determining whether a doctor's certificate will be required for sick leave of fewer than three (3) consecutively scheduled days); Article XVII (in determining the grant of bereavement leave); Article XVIII (in recommending tuition reimbursement for educational courses in which a passing grade is attained); Article XX (in posting and assigning Police Officers to training courses). All other duties and obligations of the Chief under this Agreement and under the Collective Bargaining Agreement, particularly the Police Chief's duties and obligations under Articles XXIV (discipline) and XXV (grievance procedure) of the Collective Bargaining Agreement, shall be vested with the Chairman of the East Fallowfield Township Board of Supervisors.

19. To mediate disputes between Township police officers and/or between officers and other department personnel or Township personnel, in conformity with any contract then in effect between the Township and the police bargaining unit, subject to the grievance rights and appeal rights granted the collective bargaining unit, and in accordance with law.

20. To maintain a list of candidates for the positions which may become available within the Township Police Department, to conduct or have conducted background checks on prospective applicants for employment by the Police Department; to personally interview or

chair the panel which interview prospective applicants for employment within the Police Department, and to make recommendations for or against employment of such candidates to the Township Board of Supervisors, ranking the candidates recommended for employment to available positions in order of preference.

21. To promptly notify the Township manager and the Board of Supervisors of information that suggests that a Township police officer has committed a crime, engaged in workplace harassment or has engaged in misconduct or neglect that, if proven true, may warrant termination, suspension or demotion.

SECTION II SALARY AND BENEFITS

1. SALARY AND HOURS

The Township and the Chief acknowledge that the salary established under this Agreement reflects a significant increase from the Chief's prior compensation. This adjustment has been made in order to bring the Chief's salary in line with the compensation of police chiefs serving in similarly sized municipalities with comparable responsibilities, staffing levels, and service demands. The Township has undertaken a review of compensation data for peer departments and determined that an adjustment is necessary to ensure the Township remains competitive in retaining qualified law enforcement leadership. The Township agrees to pay Chief Osborn an annual salary as noted below: effective January 1, 2025:

January 1, 2025: $124,934

January 1, 2026: $134,928

January 1, 2027: $144,373

This is a salaried position with no entitlement to overtime compensation. The Chief is expected to engage in active duty at least at least 2,080 hours per calendar year.

2. BENEFITS

All benefits listed below are the same as currently made available to Township employees and are subject to the eligibility requirements of each of the providers of such benefits and are subject to change from time-to-time, as determined by the Board of Supervisors.

a. Medical Insurance, Prescription, Dental, Vision – East Fallowfield Township agrees to issue a medical opt out payment in lieu of paying health insurance premiums. For the Chief's first year of continued employment, the Township will pay the equivalent of 50% of the cost of single coverage (currently $384.18 biweekly in year 2025) which will be treated as taxable income.

b. Personal Time Office (PTO) –the Township has granted the Chief a generous allotment of personal time off (PTO). This benefit is provided in recognition of the additional professional commitment the Chief maintains as an instructor at the police academy — a role that benefits both the Chief's professional development and the broader law enforcement community. The Township acknowledges the value of this contribution and supports the Chief's continued involvement in training the next generation of police officers.

Chief Osborn will have 5 weeks (25 days) of PTO in 2025 and 2026, and 6 weeks (30) days in 2027;

c. Chief Osborn may carry-over unused portions of PTO from one year to another only in accordance with the Township's policies and procedures handbook.

d. Life Insurance – Chief Osborn will be eligible for the same coverage as other employees, subject to the terms and conditions of the insurer. East Fallowfield Township agrees to provide for $175,000 term life/AD&D insurance coverage term life coverage. Currently there is no employee contribution toward the cost of this benefit.

e. Pension Plan – Chief Osborn will be eligible to enroll in the Township's Pennsylvania Municipal Retirement System Defined Benefit Plan in accordance with the Plan's terms and conditions as adopted by the Township.

f. 457 Plan Township Match: Additionally, the Township shall contribute an amount equal to three percent (3%) of the Chief's base salary annually to a 457 deferred compensation plan selected by the Township. This contribution is provided in recognition of the fact that the Township's police pension plan does not vest until the completion of twelve (12) years of credited service. The 457 contribution is intended to offer an additional retirement benefit to support the Chief's long-term financial security during

g. the period before pension vesting is achieved.

h. Holidays/Personal Time – The position provides for paid holidays in accordance with those approved each calendar year by the Board of

Supervisors. Currently there are twelve (12) paid holidays per year, and personal days are outlined in the township's policies and procedures handbook applicable to non-union employees.

i. Disability Insurance – The position is eligible for short-term disability coverage subject to the terms and conditions of the applicable disability policy. Currently there is no employee contribution toward the cost of this benefit.

j. Cell Phone – The Township shall provide Chief Osborn with a monthly stipend of **$100.00** as reimbursement for the use of his personal cellular phone for official Township business. This stipend is intended to cover the costs associated with maintaining reliable communication in the performance of his duties and ensures the Chief's availability outside of regular business hours, as required by the nature of his position

k. Township Vehicle – The Township shall provide Chief Osborn with a township police vehicle that may be taken home but will be used strictly for Township related business. The take home vehicle may not be used to perform services as an employee or independent contractor for any other entity unless specifically authorized by the Township Manager. Notwithstanding any other provision of this Agreement, the Chief's use of said vehicle shall be consistent with the Department's General Orders regarding the use of take-home vehicles.

l. Professional Dues and Training – The Township will pay the annual membership dues for Chief Osborn's membership in professional

associations (as agreed upon by the Township Manager and Chief Osborn). Subject to Township policies and procedures regarding expenses and reimbursement, Chief Osborn shall be permitted to attend at Township expense the conferences, meetings, and continuing educational sessions of these professional training seminars.

SECTION III REMOVAL AND SEVERANCE PAY

It is understood that the Township may remove the Chief for just cause at any time during the term of this contract in accordance with the Police Tenure Act, and that the Chief may resign at any time during the term of this contract. In accordance with 72 P.S. § 4521.4, the Township agrees to pay the Chief a severance benefit based upon the following terms:

1. In the event that the Chief is terminated before the expiration of the term of this Agreement, except for those circumstances set forth in Section 2 below and during such time the Chief is willing and able to perform his duties under this Agreement, the Township agrees to provide the Chief with the following severance benefits:

    a. **Cash Payment**. A lump sum cash payment equal to 4 months' worth of the Chief's salary (being the salary level that is in effect in the year in which termination occurs), payable within sixty (60) days of termination; and

2. The Township shall not be obligated to pay the Chief the foregoing severance benefits referenced in this Paragraph 1 above in the event that the Chief: voluntarily resigns prior to the expiration of the term of this Agreement;

materially breaches this agreement; commits an act of moral turpitude, which has or could have an adverse effect on the Township; is convicted of or enters a plea of *nolo contendere* to a felony or misdemeanor if such constitutes a crime of dishonesty or fraud; or commits any willful or intentional act, which causes injury to the Township or its elected officials, employees or agents. The Township shall not be obligated to pay the Chief the foregoing severance benefits referenced in this Paragraph 1 above in the event that the Chief: voluntarily resigns prior to the expiration of the term of this Agreement; materially breaches this agreement; commits an act of moral turpitude, which has or could have an adverse effect on the Township; is convicted of or enters a plea of *nolo contendere* to a felony or misdemeanor if such constitutes a crime of dishonesty or fraud; or commits any willful or intentional act, which causes injury to the Township or its elected officials, employees or agents.

SECTION IV. ENTIRE AGREEMENT

This Agreement encompasses the entire agreement between the parties hereto with respect to the subject matter covered hereby, and there are no other agreements, oral or written, not set forth herein. This Agreement may not be amended without the express written consent of all parties.

SECTION V. SEVERABILITY.

It is understood and agreed by the parties hereto that the provisions of each of the paragraphs of this Agreement are independent of and severable from each other and if any provision or part thereof is held illegal, void or invalid under applicable law, such provision or part may be

changed to the extent reasonably necessary to make the provision or part, as so changed, legal, valid or binding. If any provision of this Agreement is held to be illegal, void, or invalid in its entirety, the remaining provisions of this Agreement shall not in any way be affected or impaired, but shall remain binding in accordance with their terms and this Agreement shall be so interpreted.

SECTION VI. NOTICES.

All notices and other communications required or permitted hereunder shall be in writing and shall be deemed given to a Party when delivered personally or when sent by United States Mail to the applicable address first set forth above (or such other address as a Party may hereinafter designate from time to time).

SECTION VI. GOVERNING LAW

This agreement shall be interpreted in accordance with the laws of the Commonwealth of Pennsylvania.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be duly executed on the day and date first above written.

EAST FALLOWFIELD TOWNSHIP

Attest:

By: _____

_____

Chairman, Board of Supervisors

Date:_____

Agreed to and accepted.

_____

Chad Osborn

Date:_____

Scott Swichar

Subject: FW: East Fallowfield Twp - Ridgecrest Subdivision - $5k held for basin washout repair - release request

Importance: High

From: [redacted]m>
Sent: Tuesday, July 1, 2025 4:21 PM
To: [redacted]>; [redacted]
Subject: RE: East Fallowfield Twp - Ridgecrest Subdivision - $5k held for basin washout repair - release request
Importance: High

> **Caution:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Scott - As confirmed between the HOA representatives and the developer, the eroded area at Stormwater Basin No. 6 has been satisfactorily repaired (Item 2. on the attached Maintenance Bond Release Ltr.). We recommend that the Township release the $5,000 cash escrow to the developer at this time. All requirements of the maintenance bond and agreements between the community, Township, and developer have been satisfactorily addressed and this project can be considered closed.

Please let me know if anything else is needed.

Thanks

Nathan M. Cline, PE
Office Director

July 17, 2024

EFLWT10007

Attn: Scott M. Swichar, Township Manager
East Fallowfield Township
2264 Strasburg Road
East Fallowfield, PA 19320

RE: **Ridgecrest**
Maintenance Bond Release

Dear Scott:

As requested, we have visited the site and met with the developer and representatives of the HOA in regard to the expiration of the 18-month maintenance period. The developer has satisfied their requirements of the maintenance period and we recommend release of the maintenance bond at this time per the following:

1. There are currently 6 dead or dying shrubs identified on site. Due to the time of year being unfavorable for landscaping installation, the HOA has agreed to a fee in lieu of replacement in the amount of $343.20. The developer has paid this fee to the HOA.

2. The developer will post a $5,000 cash escrow for continued observation and future repair of the eroded area above Stormwater Basin #6 (LSB#6). The developer has made an effort to repair this area, but due to the time of year and lack of substantial grass stabilization, it is agreed that additional work will be performed in the fall, by the developer, as necessary to repair any continuing erosion.

Should you have any further questions or comments, please contact the undersigned.

Sincerely,
PENNONI ASSOCIATES INC.

Nathan M. Cline, PE
Township Engineer

Cc:
Michael G. Crotty, Esq., Township Solicitor
Denise Verderosa, East Fallowfield Township
Greg Graham, Rouse/Chamberlin Ltd.
Robert Drennan, Rouse/Chamberlin Ltd.
Beverly Sitton, Ridgecrest HOA

TERMINATION AGREEMENT AND RELEASE

This Termination Agreement and Release is made this _____ day of _____, 2025, by and between East Fallowfield Township (the "Township") and Traffic Planning and Design, Inc. ("TPD"). The Township and TPD are sometimes referred to individually as a "Party" and sometimes referred to collectively as the "Parties").

Background

WHEREAS, the Township retained TPD to provide design and construction administration services in connection with the planning, development, design and construction of improvements to Mortonville Road and the adjacent slope (the "Project") pursuant to an August 3, 2020 written agreement and an August 5, 2021 Construction Services – Mortonville Road | East Fallowfiled Township addendum thereto (the "Professional Services Agreement").

WHEREAS, TPD, directly or through its subconsultant, (1) performed a geotechnical investigation study, (2) prepared plans and other contract and bid documents that were to be used in the construction of the Project, and (3) prepared post-construction proposed drainage and pavement repair options plans dated April 8, 2022 (collectively the "Project Design Documents").

WHEREAS, following completion of the Project, the Township expressed concerns about the quality of the construction of the Project, the sufficiency of the Project design, and the post-construction condition of the roadway, slope, and drainage.

WHEREAS, the Township demanded that TPD contribute toward the cost to repair and further improve the condition of Mortonville Road (the "Claim").

WHEREAS, the Township intends to authorize and direct repairs to the work constructed on the Project and to construct further improvements to Mortonville Road (the "Remedial and Upgrade Work").

WHEREAS, TPD and the Township, upon satisfaction of the obligations below, now wish to terminate the involvement of TPD with respect to the Project through this Termination Agreement and Release and to resolve any and all issues related to the Project, including but not limited to the Claim and the Remedial and Upgrade Work.

WHEREAS, TPD and the Township desire to settle any disputes between them relating to, arising from, or in connection with the Project, the Professional Services Agreement, the Claim, and the Remedial and Upgrade Work.

NOW, THEREFORE, in consideration of the foregoing recitals, all of which are incorporated herein, and of the mutual covenants and promises contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound hereby, the Parties hereby promise and agree as follows:

Agreement

1. Any and all agreements by and between TPD and the Township related to the Project are terminated effective as of _____ and TPD shall have no further duties, responsibilities or obligations under such agreements, or in any way in connection with the Project or the Remedial and Upgrade Work, after that date except as may be expressly provided for herein or subsequently agreed to in writing by TPD and the Township hereafter.

2. TPD has prepared Project Design Documents in connection with the Project which the Township intends to have independently reviewed in any implementation of further improvements.

3. TPD shall pay nineteen thousand dollars ($19,000.00) (the "Settlement Amount") to East Fallowfield Township within thirty (30) days of receipt of a copy of this fully executed Termination Agreement and Release and a completed W-9 form in exchange for the release of claims set forth in this Termination Agreement and Release.

4. In consideration of the mutual promises and other terms and conditions set forth herein, the Township and its respective past and present officials, employees, assigns, insurers, attorneys and/or other legal representatives, and anyone claiming by, through or under it (the "Township Releasing Parties") hereby release and forever discharge TPD, and its past and present affiliates, parents, subsidiaries, principals, owners, shareholders, controlling persons, members, partners, officers, directors, employees, agents, predecessors, successors, assigns, fiduciaries, insurers, and owners from and against any and all claims, causes of action, suits, and damages of any kind, in law, equity, or otherwise, including, but not limited to, all ***future*** actions, claims, demands, damages of all kinds (including without limitation attorneys' fees, court costs, litigation costs, expert witness and consultant fees, punitive damages, Rule 238 damages, delay damages and pre- and post-judgment interest), penalties, permit violations, assessments, liabilities, obligations, verdicts, judgments, levies, executions, debts, contracts, causes of action and suits, at law, in equity or otherwise, of any kind or nature, in tort (including without limitation negligence and nondisclosure), vicarious liability, contract (including without limitation express and implied warranties and contractual indemnification), equity, common law indemnification, warranty, environmental liability, of any kind or nature, including without limitation those that are related to or arise out of the Project, the Professional Services Agreement, the Project Design Project Documents, the Remedial and Upgrade Work, or the Claim or that relate to or arise out of the development, permitting, design, construction, and/or

other professional services, including but not limited to inspection, testing, reporting, documentation, record keeping, or other services provided in connection with Mortonville Road, or any other act or omission, including without limitation all other claims that are known or unknown regardless of whether or not such claims were asserted by the Township relating to, arising from, or in connection with the Project, the Professional Services Agreement, the Project Design Documents, and the Remedial and Upgrade Work from the beginning of time and forever forward.

5. The Township hereby acknowledges and agrees that it expressly waives and assumes the risk of any and all claims for damages which exist as of this date, but which it does not know of or suspect to exist, whether through ignorance, oversight, error, negligence, or otherwise, and which, if known, would materially affect its decision to enter into this Termination Agreement and Release. The Township also acknowledges and agrees that it expressly waives and assumes the risk that any present condition could worsen and/or cause future damages and/or that future conditions could develop or arise related to services and work provided in connection with Mortonville Road and the adjacent property and that all such claims and damages for such conditions, regardless of whether presently known, are hereby released in their entirety. It is the express intention of this Termination Agreement and Release to release and discharge all present claims, whether known or not, as well as all future claims and damages whether known or currently in existence.

6. It is understood that TPD will have no further involvement with the Project or the Remedial and Upgrade Work and that the Professional Services Agreement is terminated.

8. Each of the undersigned parties hereto agrees that this Termination Agreement and Release constitutes the ENTIRE AGREEMENT among the parties pertaining to the subject

matter contained herein, that there are no covenants, promises or undertakings outside of this agreement beyond those specifically set forth herein, and that the terms of this Termination Agreement and Release are contractual and not a mere recital and each individual whose signature appears below warrants that they are authorized to legally bind the parties on whose behalf they purport to execute this Termination Agreement and Release.

9. Each of the Parties hereby represents that no other person or party has or has any interest in the claims, demands, rights, obligations or causes of action that are being released hereunder; no other person or party possesses any liens or subrogation interests in any of the claims of any party that is being released or assigned hereunder; and that such party has not sold, assigned, transferred, conveyed or otherwise disposed of any of such claims, demands, obligations or causes of action that are being released hereunder.

10. Each of the Parties hereby warrants that it has the requisite power and lawful authority to enter into this Termination Agreement and Release and to fulfill each of the covenants and agreements made, or to be made, by and pursuant to this Termination Agreement and Release and that it has not assigned any rights or interest otherwise to be covered by this Termination Agreement and Release. Furthermore, each of the parties warrants that this Termination Agreement and Release has been duly executed and delivered and that this Termination Agreement and Release, upon execution and delivery, is the valid and legally binding obligation.

11. This Termination Agreement and Release and all negotiations, statements and discussions in connection therewith shall not be construed as, or deemed to be evidence of, an admission or concession on the part of any party of any fact, liability or wrongdoing by them.

12. This Termination Agreement and Release is not intended by the Parties to create rights in any third-party beneficiary nor to confer any benefit upon or enforceable rights hereunder upon anyone other than the parties to this Termination Agreement and Release.

13. The Parties hereby acknowledge that they have read the provisions of this Termination Agreement and Release and fully understand its terms, contents, conditions and effect, that they have been represented by counsel and have had the opportunity to consult with counsel regarding this Termination Agreement and Release, and that they voluntarily and knowingly agree to the terms of this Termination Agreement and Release. The Parties further acknowledge and agree that counsel for the Parties were given an opportunity to participate in and comment upon the drafting of this Termination Agreement and Release and that same was a common effort of the Parties.

14. This Termination Agreement and Release shall be governed by and construed in accordance with the laws of the Commonwealth of Pennsylvania.

15. This Termination Agreement and Release may be signed and approved in counterparts with the same force and effect as if all parties hereto had signed the same original of this Termination Agreement and Release.

IN WITNESS WHEREOF, the parties have executed this Termination Agreement and Release on the day and year above first written.

East Fallowfield Township

By _____
Name:
Title:

Traffic Planning and Design, Inc.

By _____
Name:
Title:

Crystal Murphy Music

160 E Church St
Downingtown, PA 19335
(208) 270-9156

Proposal for	Payable to	Dates
Summer Concert 10:30-11:30 pm	Crystal Murphy Music *See notes	8/2/2025

Description	Qty	Unit price	Total price
60 min music program			$500.00
1 hour setup/teardown (included)			
PA system, props, instruments (included)			
Travel fee			$0.00
		Subtotal	**$500.00**
Thank you for considering our band to visit your township and and rock out with littles and their families!		Adjustments	**$0.00**
			$500.00

Payment is due day of event cash, check, Venmo or Paypal

Quote

Jets Bounce Party Rentals
610-412-7811
85 Pine Tree Drive
Honey Brook, Pa. 19344

Your booking reference is **1943**

Customer Details
Name: East Fallowfield Township
Mobile: 267-441-4792
Email: scottons88@gmail.com

Date & Times
Date: 02 Aug 2025
Delivery Time: 08:00
Collection Time: 14:30
Date Booked: 03 Jul 2025

Customer Address
2264 Strasburg Road
East Fallowfield
19320

Delivery Address
900 Buck Run Road
Coatesville
19320

Additional Info

Hire Occasion:
Not Given

Heard About Us:
Word of Mouth

Accessibility:
Accessible from street
Outdoor on grass

What surface will the inflatable be set up on?

Customer Notes:
Contact: Stephanie C Scotton. Event: Family Fun Fest from 9am-2pm. Tax id # 23-6000309. Setup on grass. Attendants supplied by client.

Product Details

 Dual Hot Air Combo

 3 in 1 Mini Crayon Playland Combo

 5500 watt Generator

Product Price:	$605.00
Delivery:	$25.00
Discount free delivery and generator	-$50.00
Net Total:	$580.00

$25 Late Fee after 15 days

INVOICE

DATE

7/8/25

East Fallowfield Township

Birthday Buddies Inc
267-252-9669
www.birthdaybuddiesinc.com

Confirmed Date of Event	Description	Price	Total
8/2 9-11	Bluey	$150.00/hr	$350.00
Total Due:			$350.00

Note:
Any time over our scheduled time frame will be billed accordingly.

Payment Information:
Please make all checks payable to
Debra Bevan
76 Laurel Rd Boyertown PA 19512

Thank You!

If your event is cancelled Birthday Buddies will receive 50% of the total amount due. We will honor a rain date if it's within 30 days.

PAYMENT IN FULL WITH SIGNED INVOICE MUST BE RECEIVED
14 DAYS PRIOR TO EVENT DATE

SIGNATURE _____

BY SIGNING ABOVE, YOU ACKNOWLEDGE RECEIPT OF THIS INVOICE AND THE TERMS OF PAYMENT

Paintings on People

We create art for your face and body

INVOICE

Gaillynn Giles
156 Viaduct Avenue
Downingtown PA
Phone: (610) 883-6841

INVOICE: EFT -6
DATE: 07/07/2025

TO:
East Fallowfield Township
2264 Strasburg Road
East Fallowfield PA 19320

FOR:
Kids Concert Face Painting
August 2, 2025

DESCRIPTION	HOURS	RATE	AMOUNT
Face painting 10AM – 12 PM	2.0	$125.00	250.00
Henna 10 AM – 12PM	2.0		250.00
Nonrefundable retainer N/A			
Balance PAID from July 12, 2025		TOTAL	500.00
EFT #3			

Make all checks payable to Gaillynn Giles
Total due the day of the event. Late payments will incur a 2% fee per month.

Thank you for your Business!

Organization: Fit Truk Usage Agreement

Required Contact information

Vendor /Organization Name: East Fallowfield Township

List other names by which this organization is known:
Click or tap here to enter text.
Contact Person: Clare Small
Address: 2264 Strasburg Road East Fallowfield, PA 19320
Phone: Click or tap here to enter text.
Email: claresmall29@gmail.com

☐ For Profit
☒ Non-profit
☐ Member
☒ Non-member

Specific Use Information

Frequency: One time Start Date: 8/2/2025 End Date: 8/2/2025
Day(s) of Week:
☐ Sunday ☐Monday ☐Tuesday ☐Wednesday ☐Thursday ☐Friday
☒Saturday
Time: 9:00am-2:00pm (8:00am arrival)

Detailed description of access, equipment & set up/ break down needs

Accessible Areas: Fit Truk
Equipment to be included or provided: all exercise equipment included on FIT TRUK
Setup/Breakdown Requirements: Flat pavement parking: 56'x40'; moderate weather

Detailed description of all event expectations and responsibilities

Purpose/Intended Use: East Fallowfield Health and Family Fun Event

YMCA Responsibilities: Preview grounds spacing at least 10 days prior to event and alerting to any issues with provided area so that issues can be remediated or a new space allocated for event. Arrive at least 30 minutes prior to event to allow for the FIT TRUK to be set up prior to event start. Provide qualified instructors. Ensure grounds are safe for use on the day of event. Provide a review of equipment use and safety protocols prior to beginning any training with equipment contained within the apparatus. Provide training that is appropriate to the audience in attendance. Ensure the training area is set up with participant safety maintained.

Organization Responsibilities: Ensure grounds are clean and in good repair prior to Fit Truk Arrival. Ensure there is access to electricity. **Ensure there is a space that is at least 56 feet x 40 feet.** Ensure that participants and instructors have access to bathrooms and water. Ensure participants are prepared for event and come with appropriate clothing and athletic footwear and 12 years and older.

Organization Agreements

- Usage Agreements totaling $500.00 or less are due at the time of reservation.
  Rental fee is $250/hour with the balance of $__$1250_ due by __August 2, 2025_ .
  Failure to pay the balance by date indicated will result in cancellation of this agreement and forfeiture of deposit.
  _____(Initials)

- The YMCA is not responsible for loss of valuables. _____ (initials)

- Any conduct of an inappropriate, threatening or offensive nature will not be tolerated and may result in loss of privileges granted within this contract. These include, but are not limited to: Harassment or intimidation by words, gestures, body language or any type of menacing behavior. Sexually explicit conversation, behavior or contact with another person. Physical contact with another person in an angry, aggressive or threatening way. Verbally abusive behavior, swearing, name-calling or shouting. Theft or behavior that results in damage, destruction or loss of property. Carrying or concealing a weapon or any device or object that may be used as a weapon. Using or possessing illegal substances, alcohol or tobacco on YMCA grounds. Appropriate attire, including footwear for the activity you are engaging in is always required. _____(Initials)

- In consideration of being permitted to use services of the YMCA, and for receipt of cited fees, the organization, for itself and all its employees, agents, representatives, and assignees, agrees and represents that it has or will inspect and carefully evaluate such premises ten (10) days prior to access and that it will allow the YMCA of Greater Brandywine access to do the same. It is further warranted that facility usage and/or performing and/or providing services and/or goods specified constitutes an acknowledgement that such premises and all facilities and equipment thereon have been inspected and carefully evaluated and that the organization finds and accepts same as being safe and reasonably suited for the purpose of this contract. _____(Initials)

- The following are required **ten (10) days prior** to the rental: Certificate of Insurance, signed indemnification agreement, inspection, rental/vendor roster and payment of all balances (by certified check, cash, or credit card). Failure to meet any of these requirements will result in the cancellation of this agreement. _____(Initials)

- YMCA of Greater Brandywine and all Indemnified Parties must be named as additional insured on a primary and non-contributory basis with a waiver of subrogation on the Vendor/Organization's general liability and umbrella/excess liability policy (if available). ____(Initials)

- The vendor/organization further agrees to maintain a Commercial General Liability policy with minimum coverage limits of $1,000,000 each occurrence/$2,000,000 general aggregate, which coverage shall remain in effect at all times during such period as the organization uses the YMCA facility; provided that the absence of applicable insurance coverage for any given indemnification claim shall not relieve the organization of its obligation to indemnify, defend and hold harmless the YMCA under this Agreement. The organization must also maintain workers' compensation insurance, according to Pennsylvania Law to cover all employees. ___Initials
  ____(Initials)

- The vendor/organization is responsible for any and all damages incurred during the rental and/or access to facility, caused by the vendor/organization or its employees and will be billed accordingly. _____(Initials)

- Should the holder of the agreement wish to cancel a reserved date, the YMCA must be notified in writing ten (10) days prior to the event. Not doing so will result in forfeiture of the deposit. _____(Initials)

- The YMCA of Greater Brandywine reserves the right to revoke the organization's usage agreement at any time, if, in the judgment the YMCA, such revocation is necessary to protect the safety of the patrons, to protect its facilities, or if the usage is, in the opinion of the YMCA management, inappropriate to the mission and values of the YMCA.
  _____(Initials)

- The FIT TRUK requires moderate weather conditions during use. The YMCA reserves the right to modify the dates within this agreement in the event of inclement weather. The YMCA will make every effort to reschedule this event within 30 days of the original date. If no agreement can be made the YMCA will release the organization from this agreement. _____ (Initials)

- Usage of the YMCA facilities or programming in no way represents an endorsement of the YMCA of the views of groups using its facilities. Therefore, the YMCA of Greater Brandywine name may not be used in printed materials, brochures, business cards, stationary, etc., which in any way could be interpreted as implying that the YMCA of Greater Brandywine does support such view or that the YMCA of Greater Brandywine is the sponsor of said group or service. The YMCA of Greater Brandywine reserves the right to examine or approve any printed/promotional materials to ascertain that this standard is being met. _____(Initials)

- The organization shall not violate any city, county or state law in or about the said premises. ___(Initials)

- The organization shall not assign this agreement without written consent of the YMCA. ____(Initials)

Indemnification and Hold Harmless Agreement

To the fullest extent permitted by law, (Organization) agrees to and will defend, indemnify and hold harmless all Indemnified Parties from and against any and all loss, damages, expenses and claims of any nature, as well as attorney's fees, for bodily injury and property damage, including the loss of use of property resulting therefrom, arising in whole or in part from the Organization's use of the facilities under this Agreement, whether or not such claims, liability, causes of action, judgments and/or damages result, arise or allegedly arise, in whole or in part, from the negligence of Indemnified Parties. Organization's duty to defend Indemnified Parties as stated herein requires Organization's (and/or its insurer) to pay all legal fees, litigation costs and expenses that Indemnified Parties incurs to investigate and defend itself from such claims. Organization's obligation to defend and indemnify Indemnified Parties against such claims arises when Organization is provided written notice of such claims and continues until each such claim is resolved, whether or not a claim, is in litigation. Organization's responsibility to defend and indemnify Indemnified Parties under this Agreement and under this paragraph extends to and includes the claims of Organization's employees, temporary, and leased workers, against the Indemnified Parties and exists without regard to any provisions or immunities afforded to Organization's under any Worker's Compensation or similar Law. **Indemnified Parties includes The YMCA OF GREATER BRANDYWINE, its officers, directors, representatives, designees, employees, volunteers, agents, successors, and their assigns;** Claims include any and all claims for bodily injury, death or damage to property, demands, damages, actions, causes of action, suits, losses, judgments, obligations and any liabilities, costs and expenses (including but not limited to investigative and repair costs, attorneys' fees and consultants' fees). Organization and its insurers' obligations to defend, indemnify and hold harmless Indemnified Parties through Organization's Primary and Umbrella/Excess insurance coverages shall apply to any claim, action or judgment arising in whole or in part from the Organization's use of the facilities under the Fit Truk Usage Agreement, on a primary and non-contributory basis for the benefit of The YMCA of Greater Brandywine and all Indemnified Parties.
Organization agrees Indemnified Parties shall not be liable to any insurance company (by way of subrogation or otherwise) of Organization's for any loss, damage or claim, even if such loss or damage might have been occasioned by the negligence of such Indemnified Parties. *Organization's* shall cause its insurers to include a waiver of subrogation consistent with the foregoing. Organization's indemnification and defense obligations under this Agreement extend to claims occurring after this Agreement is terminated as well as while it is in force and continue until it is finally adjudicated that any and all actions against the Indemnified Parties for such matters which are indemnified hereunder are fully and finally barred by applicable laws.

To the extent the organization intends to use the YMCA facilities they agree to give the YMCA permission to incorporate use of digital images in print and electronic/social media as it pertains to all aspects of the YMCA business and marketing.

Organization also agrees that the YMCA is not responsible for lost or stolen property.

Name (please print)	Signature	Date

This vendor agreement is valid only if authorized

Name (please print)	Signature	Date

Chester County Department of Emergency Services

East Fallowfield Police Department



Year to Date Stats

Month	Count
JANUARY	688
FEBRUARY	643
MARCH	639
APRIL	636
MAY	675
JUNE	569
JULY	14
Year to Date Total:	**3,864**

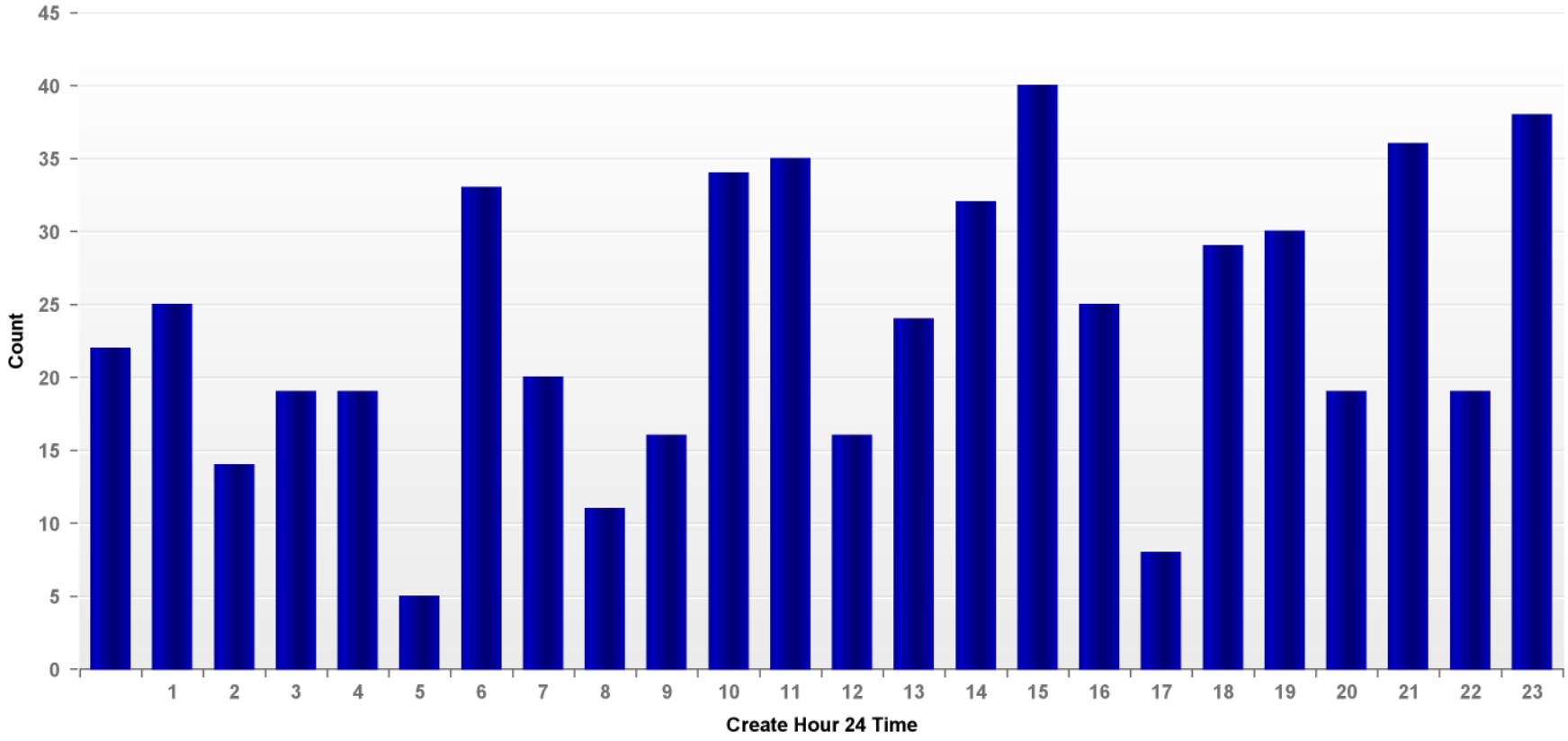
TOP Event SubType to Date	Count to Date
PATROL CHECK - OUTSIDE AREAS	1,674
BUSINESS CHECK	541
TRAFFIC STOP	451
REPORT	133
TRAFFIC-GENERAL/HAZARDS (PD)	114
PHONE ASSIGNMENT	89
SUSPICIOUS CONDITION(S)(JO/IP)	61
SCHOOL CHECK	52
FOR POLICE DEPT.INFORMATION	50
ANIMAL COMPLAINT	48
MISCELLANEOUS POLICE NATURE	47
DOMESTIC (JO/IP)	42

Chester County Department of Emergency Services

East Fallowfield Police Department

Monthly Event Count by Hour of the Day

Date Range:	JUNE
Total Events:	569



Run Date: 07/01/2025 03:27:17 PM

Last DW Refresh Date: 07/01/2025 09:30:00 AM

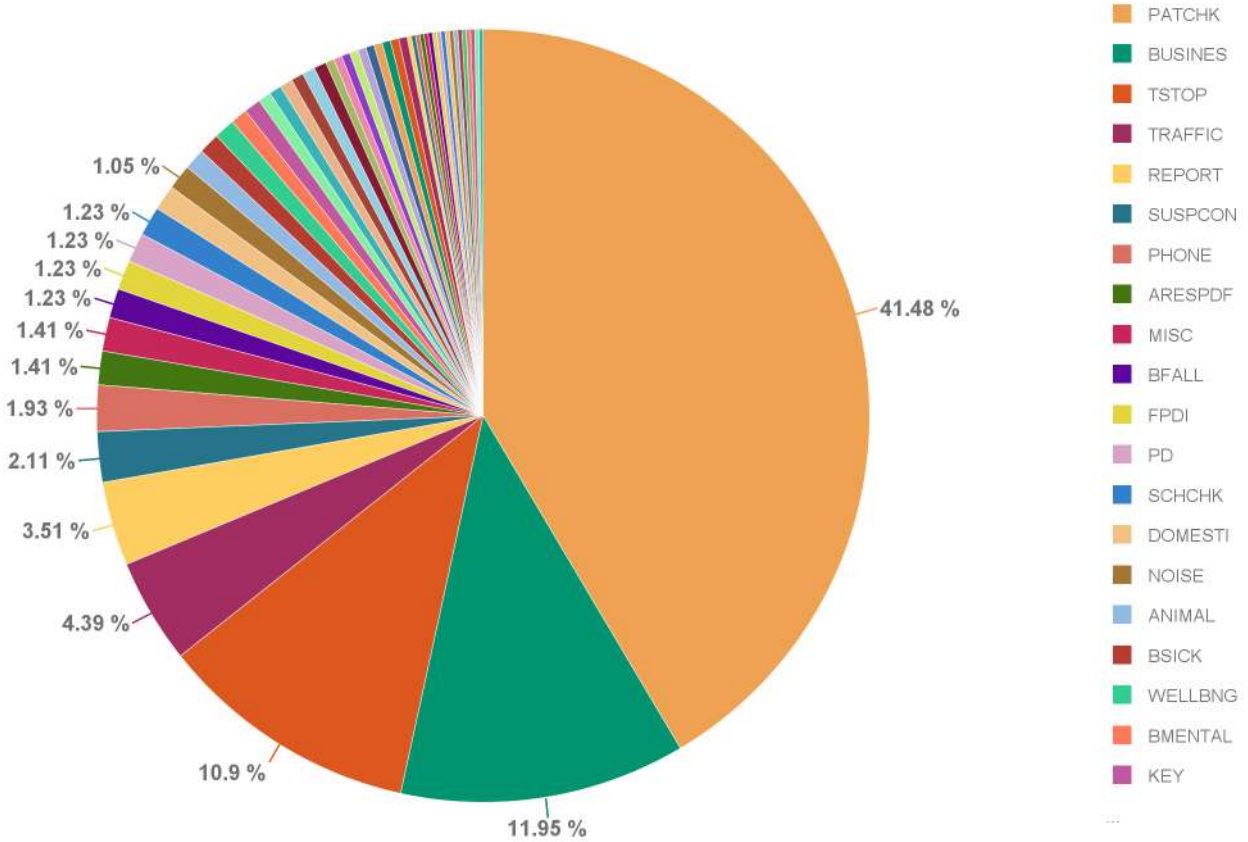
Chester County Department of Emergency Services

East Fallowfield Police Department

Monthly Event Count by All Sub Types

Date Range:	**JUNE**
Total Events:	**569**

Event Type	Type	Count
POLICE	PATCHK	236
POLICE	BUSINES	68
POLICE	TSTOP	62
POLICE	TRAFFIC	25
POLICE	REPORT	20
POLICE	SUSPCON	12
POLICE	PHONE	11
MEDICAL	ARESPDF	8
ACCIDENT	PD	7
MEDICAL	BFALL	7
POLICE	DOMESTI	6
POLICE	NOISE	6
POLICE	WELLBNG	5
MEDICAL	BMENTAL	4
POLICE	ERRATIC	2



Run Date: 07/01/2025 03:27:17 PM

Last DW Refresh Date: 07/01/2025 09:30:00 AM

Chester County Department of Emergency Services

East Fallowfield Police Department

Monthly Event Count by All Sub Types

Event Type	Event Sub Types	Count
POLICE	PATROL CHECK - OUTSIDE AREAS	236
POLICE	BUSINESS CHECK	68
POLICE	TRAFFIC STOP	62
POLICE	TRAFFIC-GENERAL/HAZARDS (PD)	25
POLICE	REPORT	20
POLICE	SUSPICIOUS CONDITION(S)(JO/IP)	12
POLICE	PHONE ASSIGNMENT	11
MEDICAL	RESPIRATORY DIFFICULTY - ALS	8
POLICE	MISCELLANEOUS POLICE NATURE	8
ACCIDENT	PROPERTY DAMAGE	7
MEDICAL	FALL / LIFT ASSIST - BLS	7
POLICE	FOR POLICE DEPT.INFORMATION	7
POLICE	SCHOOL CHECK	7
POLICE	DOMESTIC (JO/IP)	6
POLICE	NOISE COMPLAINT (JO/IP)	6
MEDICAL	SICK PERSON - BLS	5
POLICE	ANIMAL COMPLAINT	5
POLICE	WELL-BEING CHECK	5
MEDICAL	EMOTIONAL DISORDER - BLS	4
POLICE	KEYS - LOCKED (VEH,HSE,ETC)	4

Chester County Department of Emergency Services

East Fallowfield Police Department



Monthly Event Count by All Sub Types

Event Type	Event Sub Types	Count
ALARM	FIRE	3
ALARM	POLICE	3
MEDICAL	CVA/STROKE - ALS	3
MEDICAL	DIABETIC EMERGENCY - ALS	3
MEDICAL	INJURED PERSON - BLS	3
POLICE	SHOTS HEARD (JO/IP)	3
ALARM	MEDICAL - BLS	2
MEDICAL	HEART PROBLEMS - ALS	2
MEDICAL	HEMORRHAGING - BLS	2
MEDICAL	UNRESPONSIVE PERSON - ALS	2
POLICE	ASSIST OTHER PD	2
POLICE	DISTURBANCE (JO/IP)	2
POLICE	ERRATIC DRIVER (JO/IP)	2
POLICE	MISSING PERSON	2
POLICE	REPOSSESSION	2
POLICE	TRESPASSER(S) (JO/IP)	2
ALARM	CARBON MONOXIDE	1
FIRE	ASSIST THE AMBULANCE	1
FIRE	GAS LEAK OUTSIDE	1
FIRE	ODOR INVESTIGATION INSIDE	1

Chester County Department of Emergency Services

East Fallowfield Police Department

Monthly Event Count by All Sub Types

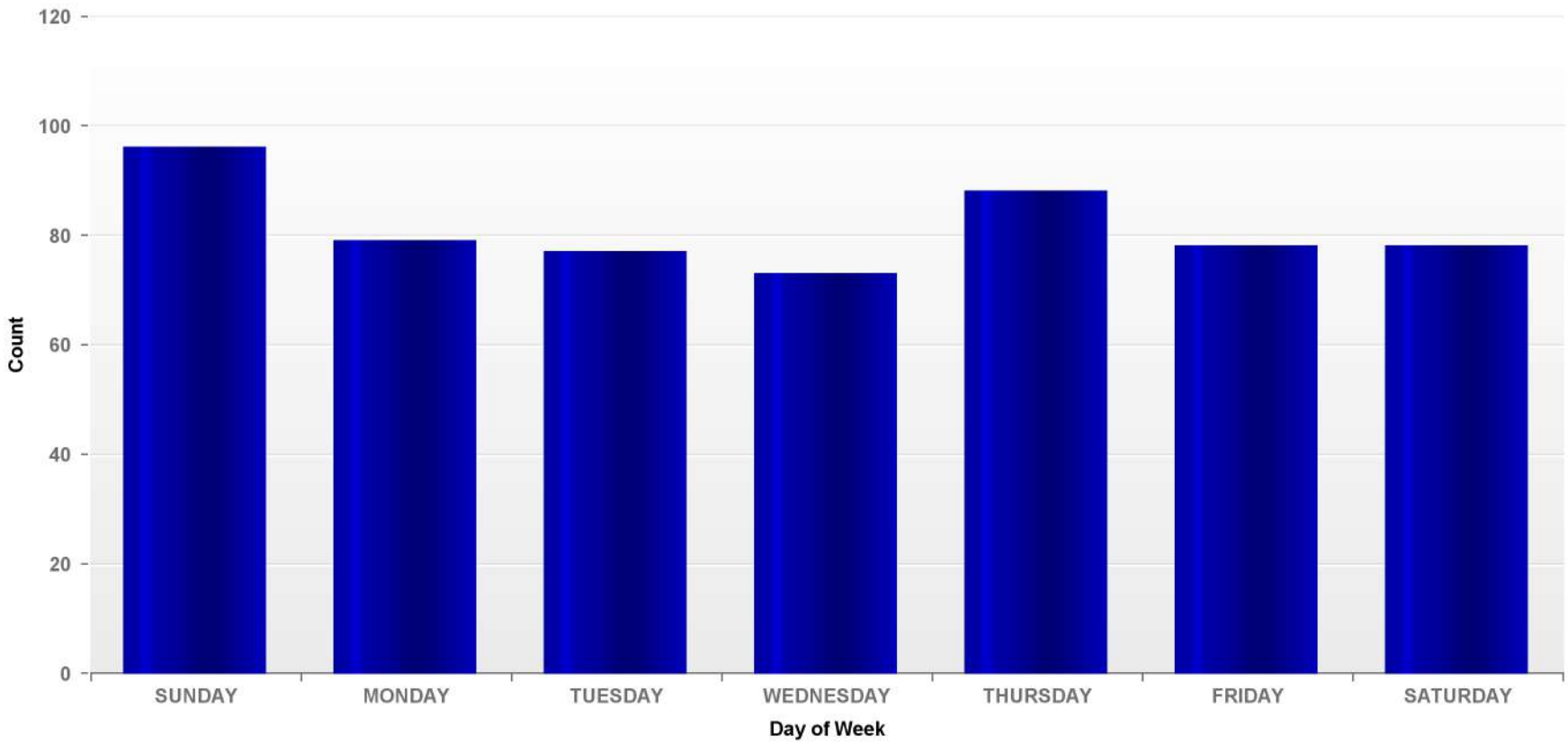
Event Type	Event Sub Types	Count
FIRE	POLES,WIRES,TRANSFORMER	1
MEDICAL	ABDOMINAL PAIN - ALS	1
MEDICAL	BACK PAIN - ALS	1
MEDICAL	CARDIAC/RESP ARREST - ALS	1
MEDICAL	DROWNING - ALS	1
MEDICAL	FALLS - ALS	1
MEDICAL	HEMORRHAGING - ALS	1
MEDICAL	SHOOTING - W/INJ (JO/IP)-ALS	1
POLICE	HARASSMENT (JO/IP)	1
POLICE	PARKING COMPLAINT	1
POLICE	PFA SERVICE/VIOLATION	1
POLICE	SUBJECT PURSUIT	1
POLICE	SUBJECT STOP	1
POLICE	UNKNOWN TYPE	1

Chester County Department of Emergency Services

East Fallowfield Police Department

Monthly Event Count by Day of Week

Date Range:	JUNE
Total Events:	569



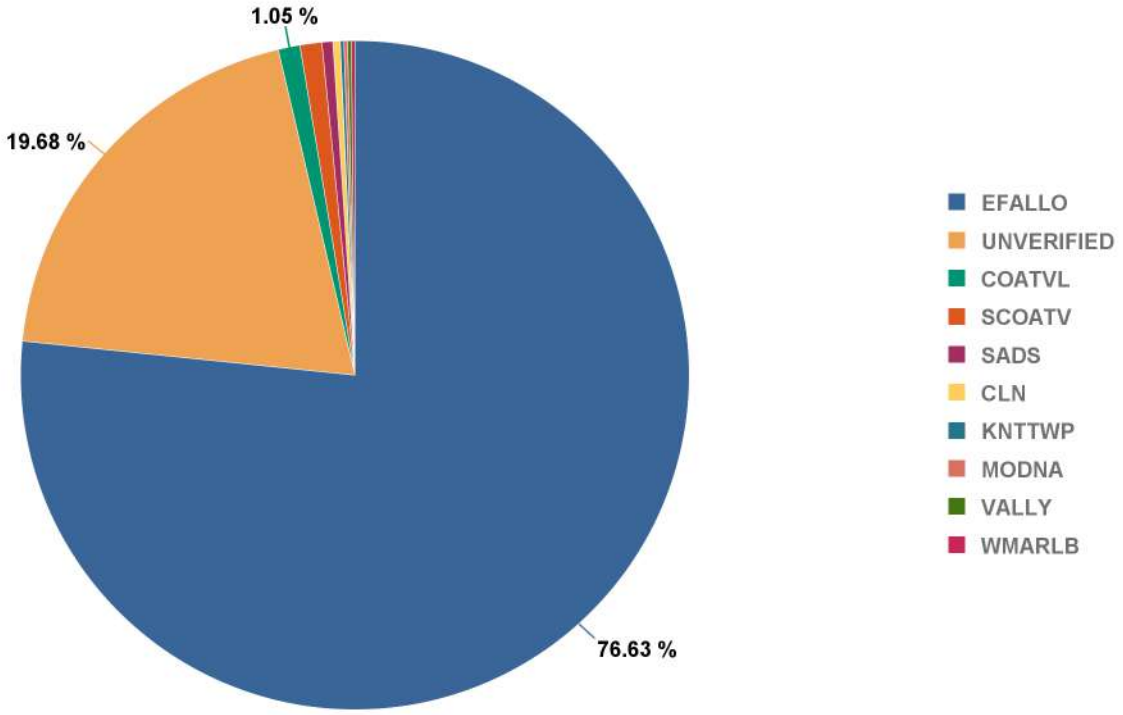
Chester County Department of Emergency Services

East Fallowfield Police Department

Monthly Event Count by Municipality

Date Range:	**JUNE**
Total Events:	**569**

Event City	Count
EFALLO	436
UNVERIFIED	112
COATVL	6
SCOATV	6
SADS	3
CLN	2
KNTTWP	1
MODNA	1
VALLY	1
WMARLB	1
Total:	**569**



Run Date: 07/01/2025 03:27:17 PM

Last DW Refresh Date: 07/01/2025 09:30:00 AM

Extended Service Plans

Best coverage & prices
from Flood Auto Group

Ford Authorized

As a new car dealer, Flood Ford is authorized by Ford Motor Company to sell ESP

FORD PROTECT

Checkout - 2025 Ford Explorer/Hybrid

Ford Extended Service Plan	Price
PremiumCARE Contract $100 Deductible 7 Years 100,000 Miles Coverage -4x4 or All Wheel Drive Model Commercial Use Expires 7 Years from original in-service date or the odometer reaches 100000 miles.	$2,075.00
Total	**$2,075.00**
Ford Pass Point Discount	**$0.00**
Total Charge	**$2,075.00**

Customer Information

First and Last name must match the name in Ford Pass to enable your plan to display in App.

Owner Township of (First) | (MI) | East Fallowfield (Last)

Address 2264 Strasburg Road (Street)

East Fallowfield (City) | Pennsylvania (State) | 19320 (Zip Code)

Contact [redacted] (Email) | [redacted] (Phone)

My billing address is the different: ☐

Vehicle Information

Vehicle 2025 Ford Explorer/Hybrid

Vin Number 1FM5K8AW3SGA84404 Valid VIN | Year: 2025

Original Retail Date 05/30/2025 (mm/dd/yyyy) Estimate is ok.

Current Mileage 2050 Please use the exact mileage.

To modify mileage you must restart the quote.

Payment Information

***Use Ford Pass Points** 0 points convert

* The email address used above must be the Ford Pass account holder's email. Once redeemed points are non-refundable.

Gift Card Redemption apply

Choose a way to pay

- Card
- PayPal
- PayPal Credit

eCheck Save $21.00 by using echeck. You will be charged $2054.00(less any points)

How did you hear about us? -select an option-

Submit Payment

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East Fallowfield
Township

Road Department Monthly Report

June 2025

Activity	Hours	Year to Date
Sign Repair	13	63.5
Comp. Pick up	52	427.5
Road Maintenance	33	278
Brooks crossing	4	36
Gutter Work	18	104
Road Clean Up	5	87
Tree work	20	152
Storm Drains	114.5	255
Road Inspection	1	38.5
Mowing Twp Road	73	102
Parks	198.5	634
Plowing & Salting	0	130
Police Maint.	8	114
Equipment Maint.	11.5	783.5
Office Admin.& PA 1 Call	3	39.5
Holiday	32	128
Vacation	40	119
Sick	8	124.25
Personal	0	24
Overtime	4	326
Building Maint.	15	146.5
Trash & Recycling	8	56
Other	23.5	134
Total Hours	709.8	4328.8

Submitted By, Justin Gathercole

Vehicle Mileage Records

Roads Dept

Month: June. 2025

						Mileage Start	Mileage End	Total
2006 F-250						148,477	148,602	125
2013 F-350 Utility Body						4,384	5,380	996
2017 F-350						41,823	42,099	276
2023 F-550						2,587	2,824	237
2019 F-650						8168	8289	121
2020 F-750 Brush body						9156	9287	131
2016 Freight						12,821	12,886	65
2011 Freight						18,635	18,635	0
2005 Freight						36,184	36,232	48
2006 Freight						27,323	27,492	169
2022 Backhoe						543	569	26
2005 Loader						2,874	2,881	7
2018 Case skid steer						454	472	18
2003 TN 70						2,605	2,616	11
2005 TL 100						2518	2543	25

First, I want to thank the Board of Supervisors for taking the time to consider this request- the request of approving the writing of a Letter of Support, naming of one of our township streams. The unnamed stream runs the length of Misty Patch Road (from West Chester Road, flowing south toward South Caln Road). Pennsylvania has designated it an Exceptional Value Waterway- the highest classification. Chester County has already graciously written of their support.

The EAC was recently successful in getting an adjacent stream officially named Shale Run. Our hope is to have this unnamed stream designated as "Schist Creek", paying homage to the underlying geology. Schist Creek flows into Shale Run, then to the West Branch of the Brandywine.

Schist is the name of the rock formation that forms the creek beds in this area. The name Schist Creek will provide a 'teaching moment' - a means to have a conversation to educate. Many residents may be unaware of the significance of these small streams and the importance of protecting them....hopefully this name will spark conversation.

Thank you for your time,

Jeanne Berlin

East Fallowfield EAC

Additional Information, if interested:

Schist creeks are more resistant to erosion, and able to maintain clear, cold water — ideal for sensitive species like trout, aquatic insects, and mosses. These rocky creeks often occur in forested regions that support intact riparian zones and diverse upland-watershed microhabitats for invertebrates and spawning grounds for fish.

Shale creeks erode easily with softer more fragile rocky beds and banks that are prone to sediment overload, making them more sensitive to development, agriculture, and deforestation. Their fluctuations in sediment and tendency for their banks to collapse can reduce oxygen levels and smother aquatic habitats, but many plants and animals thrive in these creeks, such as skunk cabbage, sycamore, and amphibians.

THE COUNTY OF CHESTER

COMMISSIONERS
Josh Maxwell
Marian D. Moskowitz
Eric M. Roe

Seung Ah Byun, PhD, PE
Executive Director

WATER RESOURCES AUTHORITY
Government Services Center, Suite 260
601 Westtown Road
P. O. Box 2747
West Chester, PA 19380-0990
(610) 344-5400 Fax (610) 344-5401
www.chesco.org/water

June 2, 2025

U.S. BGN Executive Secretary, Domestic Names
12201 Sunrise Valley Drive, MS-523
Reston, VA 20192

RE: Letter of Support for Application Stream Naming Schist Creek in East Fallowfield Township, Chester County, PA

Dear Sir or Madam:

On behalf of Chester County, the Chester County Water Resources Authority submits this perhaps-ill-advised-and-yet-fully-supportive letter regarding the proposed naming of a previously unnamed tributary of the West Branch Brandywine Creek, located within East Fallowfield Township, as "Schist Creek."

Let's be honest: it's not every day that a humble stream has a chance to become a minor celebrity. But this one can, by embracing both its geological identity (our beloved schist bedrock runs deep) and a nod to a potential play on words.

But make no mistake – this name isn't all whimsical. This particular stream is a state-designated Cold Water and Migratory Fish stream, a crucial part of our watershed network. It joins forces with the newly christened Shale Run – an Exceptional Value and Migratory Fish stream – before flowing into the West Branch. Naming this tributary "Schist Creek" will help bring visibility and stewardship to a stream that might otherwise remain anonymous.

At Chester County, we believe that stream naming is more than just a formality. It's a powerful tool for public education, environmental awareness, and community connection. Giving this stream a name that resonates both scientifically and culturally enhances its chances of receiving long-term support and protection. Plus, it gives us a golden opportunity to say, with all sincerity, that we give a schist about our water resources.

We wholeheartedly support this request to the U.S. Board on Geographic Names and are proud to advocate for the naming of this stream as Schist Creek.

Warm regards,

Seung Ah Byun, PhD, PE
Executive Director

East Fallowfield Township Board and Commission Application

Name: Jennifer Carling Telephone: [redacted]

Address: [redacted] Date: 07/17/2025

Email Address: [redacted]@[redacted]net

Years as a Township Resident: 24+ (25 in late October) Occupation: Proposal Specialist at Montrose Environmental Group, Inc.

Background/Interests: Exploring history through reading, travel, online videos, movies, etc. I love to cook and travel.

Please check the board(s) or commission(s) that you would be willing to serve on:

[ ] Park and Recreation Commission
[ ] Planning Commission
[ ] Zoning Hearing Board
[ ] Agricultural Security Commission
[X] Historic Commission
[ ] Environmental Advisory Committee (EAC)
[ ] Municipal Building Committee
[ ] Board of Supervisors (vacancy)

The above boards typically meet on a monthly basis or twice monthly. Quorums are required for any board to act, so attendance is important. Do you feel the other board members can count on your regular attendance so that business can be conducted?

☒ Yes ☐ No ☐ Seasonally – from_____to_____

Why would you like to be on the board(s) or commission(s) you have selected: (Please use reverse side if necessary)

I feel that the Historic Commission can best match my desire to volunteer in my community, my love of history, and leverage my professional expertise in research, writing, database development, and database management to meet the Commission's goals.

Concerns for the Township; if any:

N/A

My letter of Interest and professional resume are attached.

[1] Please attach a resume and/or letter of interest .

East Fallowfi [redacted]

March 31, 2025

Joe McCormick
Chair
East Fallowfield Township Historic Commission
2264 Strasburg Road
East Fallowfield, PA 19320

RE: Interest in Joining the Historic Commission

Dear Mr. McCormick:

Thank you for speaking with me at the Municipal Appreciation Luncheon. As I mentioned, I am a resident of East Fallowfield and will have been living at my current residence for 25 years this October. In past years, I have served as a volunteer member and eventual (volunteer) Director of Friends of the Park.

I am interested in volunteering as a member of the Historic Commission. I would like to combine my passion for history with serving my community. I am excited to learn about the historical properties and structures in East Fallowfield, mitigating the impact from potential land development, and assisting with advancing the mission of the Commission.

I can be reached by cell phone/text at [redacted]

Thank you for your consideration and I hope to start working with the Commission soon.

Sincerely,



Jennifer S. Carling

MONTROSE ENVIRONMENTAL



Jennifer Carling

Proposal Specialist

[redacted]

Professional Experience

Jen has been working in the engineering industry since 1992, first as a temporary receptionist for Advanced GeoServices, then as a full-time receptionist. Jen then moved onto a secretarial role and was fortunate enough to work on some challenging projects, including complex budgeting, community relations work, and conducting a survey of households in communities where there were high blood lead issues. In 1996, Jen started as a Marketing Coordinator at Advanced GeoServices and has worked on a wide range of projects including graphic design and copywriting for marketing materials, press releases, blogs, intranet and website development and maintenance, research, managing our contact management database, trade show coordination and attendance, ordering promotional products, and coordinating corporate events. For a number of years, Jen has assisted with organizing the Brownfield Coalition of the Northeast's (BCONE) annual "Northeast Sustainable Communities Workshop" (NSCW). Since being acquired by Montrose Environmental in 2018, her role has expanded to reporting our proposal pipeline to corporate, assisting with coordinating the Montrose Emerging Contaminants Team, and other initiatives.

Education, Licenses & Certifications

B.S, Business Administration, University of Delaware (Never Graduated)

Graduated, Brandywine High School, Delaware, 1990

Relevant Project Experience

Proposal Specialist Assisting Various Business Lines Nationwide

Led and supported large proposals for all the Montrose service lines while providing support in developing supplemental materials used in proposals. Championed the Resumes and Licensures/Certifications campaigns, which involved collecting, reviewing, and enhancing resumes for technical staff. Added adding licensures and certifications to a database for technical staff and verified licenses. Worked with team members to create products and graphics for several content libraries. Assisted with compiling data and products for the other infrastructure campaigns, including templates and project profiles. Entered opportunities for the West Chester, PA office into Salesforce and closed opportunities after they were won, lost, or canceled. Served as an Administrator for the Montrose Environmental Contaminants Team. Conducted daily reviews of several bid notification sites for potential business development opportunities and notified the appropriate parties when an opportunity was identified.

Proposal Coordinator Assisting Various Business Lines Nationwide

Assisted with developing overall strategies to help grow the Proposal Center, including working on the infrastructure campaigns, including proposal templates, project profiles, resumes, licenses and certifications, and content libraries. Worked with the Salesforce team to migrate the business development opportunities for the West Chester, PA office, checked the data, and expanded on the data. Participated in pilot testing groups for various Salesforce functions prior to rollout. Entered opportunities for the West Chester, PA office into Salesforce and closed opportunities after they were won, lost, or canceled. Assisted the COVID-19 Task Force with updating content on the company intranet. Participated in the Marketing Department's Blog Committee and ghostwrote several articles for technical staff. Served as an Administrator for the Montrose Environmental Contaminants Team. Conducted daily reviews of several bid notification sites for potential business development opportunities and notified the appropriate parties when an opportunity was identified.

Employee Mentorship for Team Members

Served as a Mentor for select team members and trained them on how the Proposal Center operates and guided them on a daily basis through their workload. Trained new team members on how the Proposal Center operates to get them up to speed. Communicated best practices to team members through training sessions. Provided advice on how to accomplish goals for various assignments and campaigns.

Marketing Coordinator Assisting Client Relationship Managers with Achieving Their Business Development and Sales Goals

Worked on a wide range of projects, including designing and copywriting for various marketing materials, including graphics, technical staff resumes, project profiles, sections of proposals, press releases, ghostwrote blogs, social media posts, etc. Conducted research for potential markets, clients, and specific opportunities. Collaborated on the design of marketing campaigns and executed them. Managed our contact management database. Prepared for and participated in trade shows and follow up activities. Ordered promotional products. Coordinating corporate events. Assisted with organizing the Brownfield Coalition of the Northeast's (BCONE) annual "Northeast Sustainable Communities Workshop" (NSCW) for several years. Consulted with the design of the websites for various professional organizations we belonged to and created/maintained the website for one of them. Conducted daily searches of potential business development opportunities from various news sources and shared with the appropriate parties. Assisted with the development and maintenance of the proposal database. Created various formats for reporting business development opportunities pipeline, including a version that became the "gold standard" for other groups to follow. Participated as an Administrator for the Strategic Planning Committee and assisted with planning and follow up actions. Developed, updated, and maintained several versions of the company website. Developed, updated, and maintained several versions of the company intranet. After being acquired by Montrose Environmental in 2018, reported our proposal pipeline to corporate, assisting with coordinating the Montrose Emerging Contaminants Team, assisting the COVID-19 team, and ghostwrote blogs for the website. Worked with the new Marketing Manager to transition duties.

Gould Electronics, Database Management for the Marjol Battery Site, Throop, Pennsylvania.

Assisted in targeting the off-site portion of the affected area with soil lead levels greater than 500 ppm, recorded data from over 400 residential properties up to 3,000 feet from the plant site to help determine likely sources of soil lead, and update new data into the database. Assisted with the database management of blood lead screening of children in the community since 1988.

Gould Electronics, Public Relations for the Marjol Battery Site, Throop, Pennsylvania.

Acted as an alternate Community Relations Officer to act as a liaison between the residents of the town surrounding the Site and the project team during the CERCLA Emergency Removal Action and RCRA phases of the project. Attended meetings with the Citizens Review Committee, periodic briefings to the Town Council, and

public meetings to discuss ongoing site activities. Assisted with the production and issuance of newsletters to the community residents and maintained the official project repository and sent materials to include in the public repositories.

Gould Electronics, Public-Facing Project Website for the Marjol Battery Site, Throop, Pennsylvania.

Developed a public-facing project website of information that the client wanted to share with the public, including periodic air monitoring data updates, announcements, information on work progress, schedules and site photos. The USEPA was very impressed with the design, implementation, and maintenance of the website and used it as an example for other NPL and RCRA public-facing project websites.

Gould Electronics, Private Stakeholder Project Website for the Marjol Battery Site, Throop, Pennsylvania.

Developed a private portal for the project stakeholders, including final design documents, monitoring data, and daily progress reports, site photos, information about key dates, announcements, and project schedule.

Palmerton Environmental Task Force, Grant Funding Application, Palmerton, Pennsylvania.

Aided the Palmerton Environmental Task Force in applying for and obtaining a $633,000 grant from the United States Department of Housing and Urban Development (HUD) Grant for Lead-Based Paint Abatement at Community Superfund Sites - received one of the three grants awarded nationwide. The grant money was to be used for several purposes: educating the community on lead issues; working with project stakeholders to facilitate the progress of the project; and conducting a blood lead study of children under the age of six years old to determine if they were exposed to high lead levels.

Palmerton Environmental Task Force, Technical Assistance, Palmerton, Pennsylvania.

Assisted in the administrative functions of the Task Force, including preparation of lead reduction information pamphlets and serving as a Community Relations Representative. Also assisted with coordination of two workshops, which included representatives from the USEPA, the PADEP, the Potentially Responsible Parties (PRPs), and key community members. Discussed outstanding issues to be completed and developed a time line for completion.

Palmerton Environmental Task Force, Blood Lead Study, Palmerton, Pennsylvania.

Assisted with the preparation of sampling protocols and revised the existing Blood Lead Study Work Plan, drafted by the University of Cincinnati, to accommodate conditions specific to the residents of Palmerton. Supervised the identification of all the residential dwellings in the town as well as the main contact information for each dwelling in preparation for a community-wide door-to-door census. Coordinated and performed a door-to-door census of more than 1,500 residences to identify dwellings in which children under the age of six years old lived. Based on the information gathered from the census, oversaw the process of contacting the families of children under the age of six years old to participate in a voluntary blood lead study, as part of a lead reduction program. The study consisted of a blood draw for each child under the age of six years old that lived in each dwelling. Also conducted a survey to collect information on each child for the study during the blood draw. An environmental sampling was conducted at each home for lead in housedust, exterior dust, paint, and soils by a sampling team. Entered the survey data from the blood draws and the residential samplings into a database. Coordinated efforts between the Task Force, the hospital in Palmerton, the University of Cincinnati, and the Northeastern Pennsylvania Vector Control Association during the blood lead sampling program.

Exide Technology, Blood Lead Study, Reading, Pennsylvania.

Based on the existing data set of residential dwellings that contained children under the age of six years old, oversaw the collection of blood lead samples of children who participated under the age of six years old at a temporary blood clinic set up for the study. Also conducted surveys for each child to collect information for the study. Assisted with the scheduling of residential sampling events of the dwellings where the children lived, which included soil, lead paint, and house dust samples at over 400 residential properties. Entered the data from the survey into a database. Based on this data from this blood lead investigation and human health risk assessment in the community, the client was able to develop a site- specific soil cleanup value.

Secretary to the Vice President

Served as a Secretary for the Vice President and multiple project managers. Assisted in issuing environmental reports, technical documents, and oversaw file repositories. Worked on cost projections for clients that provided best case, most likely, and worst case scenarios for their project sites.

Receptionist

Answered multiple phone lines, took messages/transferred to voicemails, delivered packages and mail, copying, and performed light secretarial work and filing. Assisted the secretaries with producing reports, as needed. Assisted with the Human Resources Department with sending out letters to potential candidates and assisted the Accounting Department with sending out invoices.

Employment history

Montrose Environmental Group, Proposal Specialist, 2020 - Present

Advanced GeoServices Corp, Marketing Coordinator, 1992 - 2020