EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
March 24, 2026 **Approved Minutes**
6:30 p.m.

Members Present
Mike Domboski, Chairman
Al Wright, Vice Chairman
Deborah Stoff, Member

Township Staff Present
Scott Swichar, Township Manager
Dave Hindman, Township Treasurer
Chad Osborn, Police Chief
Township Solicitor: Mike Crotty

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

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

Chairman Domboski stated there was an executive session on March 24, 2026 to discuss legal matters.

Solicitor Crotty stated that, per Second Class Township Code, the majority of the board vote is needed to pass an action. For a board of 5, 3 votes are needed to pass an action. If three board members are present, all three board members need to vote yes to pass an action. A vote of 2-1 will not pass an action. This only applies to the Board of Supervisors.

2. DISCUSSION

A. APPROVAL OF MINUTES

February 24, 2026 BOARD OF SUPERVISORS MEETING MINUTES

MOTION: Chairman Domboski made a motion to approve the February 24, 2026 Board of Supervisors meeting minutes as presented.

Supervisor Stoff stated that there is a correction on page 6. She stated that Supervisor Lambert seconded the amended motion, not Vice Chairman Wright.

Motion died for lack of a second.

AMENDED MOTION: Chairman Domboski made a motion to approve the February 24, 2026 Board of Supervisors meeting minutes with the correction that page 6, item 3 Supervisor DiRado made the motion and Supervisor Lambert seconded it.

VOTE: 3-0. Motion passes.

B. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

1) February Westwood Fire Company Fire Chief's Report submitted for Board and resident review.

2) February Westwood Fire Company EMS Report submitted for Board and resident review.

3) February Modena Fire Company Fire Chief's Report submitted for Board and resident review.

4) February Modena Fire Company Fire Chief's Report – East Fallowfield Calls Only submitted for Board and resident review.

5) February Modena Fire Company EMS Report submitted for Board and resident review.

6) Westwood Fire Company – Request for Capital Funding for New Ambulance

MOTION: Vice Chairman Wright made a motion approving a capital improvement payment of $87,032 to Westwood Fire Company for the Braun Chief XL Ambulance from the Township's Fire/EMS fund. Chairman Domboski seconded.

Supervisor Stoff questioned who else is paying other than East Fallowfield and Valley Township.

Fire Chief John Sly, of Westwood Fire Company, stated that Valley Township and East Fallowfield are the only municipalities paying for this. He stated that Valley Township is paying for 75% of the expense or $348,000 and East Fallowfield is paying for 25%. The breakdown is based on call volume and service demand. Last year East Fallowfield was 23.8% of the call volume, but 25% is the average.

Township Manager Swichar stated that the township puts away funds every year for both Modena Fire Company and Westwood to be used for capital expenditures. Each department receives $36,600 a year or $73,200 for both departments. The money is held in reserves until the request is made.

VOTE: 3-0.

C. PRESENTATIONS

1) PRESENTATION: 2025 POLICE OFFICER OF THE YEAR AWARD PRESENTED TO POLICE OFFICER JOHN O'DONNELL. By CHIEF OSBORN.

Chief Osborn stated that Officer O'Donnell was selected by his peers.

3. TREASURER'S REPORT

1) February 28, 2026 Treasurer's Report.

MOTION: Vice Chairman Wright made a motion to approve the February 28, 2026 Treasurer's Report as presented. Supervisor Stoff seconded.

VOTE: 3-0.

2) Payment Authorizations.

MOTION: Chairman Domboski made a motion to approve the Payment Authorizations for the period of February 25, 2026 through March 24, 2026 in the total amount of $426,117.79 as presented. Supervisor Stoff seconded.

Treasurer Hindman stated that $87,000 is for the ambulance. The purchase of the F-250 is included in the expenditures, and there was an unexpected from PIRMA. Road salt expenditures were high.

VOTE: 3-0.

3) Approval of New Harbor Freight Commercial Account

MOTION: Vice Chairman Wright made a motion to approve the establishment of a Harbor Freight Commercial Account for East Fallowfield Township. Chairman Domboski seconded.

Philip Roomet, township resident, commented on the card.

Township Manager Swichar stated that the card will be a cost savings measure for the township.

VOTE: 3-0.

4. TOWNSHIP MANAGER'S REPORT

1) 2026 Road Paving Project

Township Manager Swichar stated that the township budgeted $318,953 for road paving. Township budgeted $226,262 in liquid fuels and $92,691 in the Capital Fund. Oil prices are high this year. Additional road paving will be on Saw Mill Road from Martingale to Mortonville as part of the Saw Mill Road culvert replacement project. The board has a list of roads in their packet. The township engineer recommends the road be paved. The bid specifications will have an escalator clause for liquid asphalt allowing for adjustments in either way.

MOTION: Chairman Domboski moved that the Township authorize the advertisement to request bids for the 2026 road paving project to resurface West Chester Road and South Caln roads as base bid and 17th avenue and Robin Road and alternates. Vice Chairman Wright seconded.

Philip Roomet, township resident, commented about a crater on Strasburg and Buck Run.

Nina Petro, township resident, commented on Park Avenue.

Shane Cloyd, township resident, commented on Fieldstone roads.

Township Manager Swichar stated that Park Avenue is a township road and Strasburg and Buck Run is a state road.

VOTE: 3-0.

2) Collective Bargaining Agreement with Teamsters for 2026-2028.

Township Manager Swichar stated that the proposed agreement is a 3-year agreement for 2026-2028. The wage increases will be 4%, 4%, and 4% retroactive to January 1. The contract also

provides a one-time increase to the road foreman rate to keep his pay consistent to other road foremen in Chester County. The Township will also pay the foreman rate to an employee who has been designated by the township to act in that capacity. They will also receive time and a half for all hours worked over 8 in a workday and automatic time and a half for hours worked snow plowing or salting outside of the regular work hours.

MOTION: Vice Chairman Wright made a motion to approve the 2026-2028 Collective Bargaining Agreement between the Teamsters and East Fallowfield Township as presented. Supervisor Stoff seconded.

Shane Cloyd, Township resident, asked a question about overtime.

VOTE: 3-0.

3) Request to Waive 2025 Trash Fee for 99 S. Brandywine Avenue

Township Manager Swichar stated that the Board has waived the trash fee for vacant properties in the past, however it would be difficult to monitor a property that is occupied to see if trash collection is being used. Also, the township is billed for each residential unit whether the homeowner chooses to use the service or not.

MOTION: Vice Chairman Wright made a motion denying a waiver of the 2026 trash fee for 99. S. Brandywine Avenue. Supervisor Stoff seconded.

Shane Cloyd, Township resident, asked a question about trash service.

Barry LiBero, Township resident, commented on the trash service.

VOTE: 3-0.

4) Proposal from CompNet, Inc. to Transition to a Cloud-Based Server

Township Manager Swichar stated the township's physical server is 10 years old and is nearing the end of its life. The Township's IT consultant is recommending the township transition to a cloud-based Microsoft 365 account.

MOTION: Vice Chairman Wright made a motion approving the labor proposal from CompNet Inc. in the amount of $3,960 to transition the Township's data from a local server to Microsoft cloud storage. Chairman Domboski seconded.

Chairman Domboski questioned if there is an annual fee.

Mr. Swichar stated there are licensing fees of about $1,000/year.

Supervisor Stoff questioned how much was budgeted in 2026.

Township Manager Swichar stated that the expense was budgeted for the last two years. However, the expense was not moved over to 2026.

Treasurer Hindman stated that $12,000 and $11,000 were budgeted in prior years.

Shane Cloyd, township resident, asked questions related to the server.

Philip Roomet, Township resident, commented on the proposed server.

VOTE: 1-2. Supervisor Stoff and Chairman Domboski voted nay.

5) Increase Cyber Liability Insurance Coverage

Township Manager Swichar stated that he recommends increasing the township's cyber policy from $250,000 to $1 million, which is consistent with other township's policies.

MOTION: Chairman Domboski made a motion authorizing the Township Manager to increase the Township's Cyber Liability Insurance Coverage from PIRMA from $250,000 to $1 million at an additional cost of $474/year. Vice Chairman Wright seconded.

Shane Cloyd, Township resident, asked a question about cost of existing policy.

Philip Roomet, township resident, made a comment.

Jerry Dickinson, township resident, made a comment.

Solicitor Crotty stated that the township must take certain measures and complete credit monitoring should damage occur.

VOTE: 3-0.

6) Grant Application to Chester County Preservation Partnership Program

Township Manager Swichar stated the grant request would be to complete the park upgrades at the parkland across from 7 Ts. The Township has already secured $250,000 from DCNR.

MOTION: Vice Chairman Wright made a motion to approve Resolution No. 2026-06, authorizing the submission of a grant application to the Chester County Preservation Partnership Program in the amount of $250,000 for park improvements. Supervisor Stoff seconded.

Vice Chairman Wright commented on input from the Park and Recreation board.

Teri Dickinson, Park and Recreation chair commented on park amenities.

Nina Petro, township resident, commented on the proposed project.

Shane Cloyd, Township resident, commented on the proposed project.

VOTE: 3-0.

7) Agreement with T.P.D for Utility Relocation work to Repair Drainage Pipe on Saw Mill Road

Township Manager Swichar stated that there is an agreement in the board's packet from T.P.D to provide full-time construction management and an alternate agreement from Pennoni to provide part-time construction oversight.

MOTION: Chairman Domboski made a motion to approve a supplemental agreement with Pennoni for construction management and construction observation services at a cost of $18,500 for the Saw Mill Road culvert replacement project. Supervisor Stoff seconded.

Vice Chairman Wright questioned if the $18,500 is an estimate.

Township Manager Swichar stated yes. The Township would be billed for time and materials.

Shane Cloyd, Township resident, asked a question about inspection.

VOTE: 3-0.

8) 2026 PIRMA Loss Control Grant Award of $5,000 Received for New Automated External Defibrillator (AED) Devices (Informational)

Township Manager Swichar stated that the Township will be purchasing these devices under the Police portion of the agenda.

Vice Chairman Wright questioned if these devices go in the patrol vehicles.

Supervisor Stoff questioned the life expectancy of the devices.

Chief Osborn stated they are in patrol vehicles and life expectancy is 10 years.

9) Appointments to the Municipal Building Committee (2 vacancies)

Chairman Domboski stated the building committee recommended Joe McCormick and Shane Cloyd.

MOTION: Vice Chairman Wright made a motion to table as the full compliment of supervisors is not present. Chairman Domboski seconded.

Shane Cloyd asked a question.

Philip Roomet asked a question.

VOTE: 3-0.

10) Township's Volunteer Appreciation Brunch on March 28 (Informational)

11) New Business: none

5. LEGAL

1) Tax Lien Exoneration Request from Chester County Tax Claim Bureau – Parcel 4704-0002950T

Solicitor Crotty stated that the parcel is 47-04-9.5. Chester County noted there are uncollectable real estate taxes. The amount at issue is $541.28. The request is for a mobile home that was removed.

MOTION: Vice Chairman Wright made a motion to approve the exoneration of an uncollectable real estate property tax lien for tax parcel number 4704-0002950T as requested by the Chester County Tax Claim Bureau. Chairman Domboski seconded.

Vice Chairman Wright questioned if the request is in perpetuity.

Solicitor Crotty stated that the request is only for 2025.

Supervisor Stoff questioned if it is privately owned land.

Solicitor Crotty stated it is a privately owned mobile home.

Shane Cloyd, township resident asked a question.

VOTE: 3-0.

2) Approval of Subdivision for 1855 Goosetown Road, UPI 47-6-5

Solicitor Crotty stated that the applicant is subdividing the lot into two parcels. They must comply with engineering and township review comments.

MOTION: Vice Chairman Wright moved that the Township approve the subdivision plans for 1855 Goosetown Road contingent upon the applicant addressing all of the Engineer's comments, per the form of the decision presented by the Township Solicitor. Supervisor Stoff seconded.

VOTE: 3-0.

3) Waiver of Liability/Hold Harmless Agreement for Broken Sewer Pipe Repair at 1513 West Chester Road (Sandra Simmons)

Solicitor Crotty stated that the township public works department is replacing the pipe. However, there is a drop shed that must be moved to install the pipe. There is a standard waiver.

MOTION: Chairman Domboski made a motion approving the waiver of liability/hold harmless agreement between East Fallowfield Township and Sandra Simmons for 1513 West Chester Road. Vice Chairman Wright seconded.

VOTE: 3-0.

6. PARK AND RECREATION BOARD

1) Agreement with Showstoppers for 2026 Summer Concert Series

MOTION: Chairman Domboski made a motion to authorize the township manager to sign an agreement with Showstoppers, Unlimited for a summer concert series at a cost of $7,550 from the Township's Park and Recreation fund. Supervisor Stoff seconded.

Vice Chairman Wright questioned the number of concerts this year.

Philip Roomet, township resident, asked a question.

VOTE: 3-0.

2) Teri Dickinson, Chair of the Park and Recreation board, provided an overview of the America 250 event.

3) Report Submitted

7) PLANNING COMMISSION

1) Report Submitted.

8) POLICE DEPARTMENT

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

2) Purchase of New Automated External Defibrillator (AED) Devices

MOTION: Vice Chairman Wright made a motion approving a proposal from V.E Ralph & Sons to purchase 4 AED devices in the amount of $4,474.00 under the PA Costars program from the Township's Capital Fund. Supervisor Stoff seconded.

Chief Osborn stated that the AEDs will be funded by the PIRMA grant.

VOTE: 3-0.

3) Purchase of Extended Warranty for 2026 Ford Interceptor from Flood Ford

MOTION: Chairman Domboski made a motion approving the purchase of a 7-year 100,000 mile Premium Care Extended Service Plan from Flood Ford at a cost of $1,965. Vice Chairman Wright seconded.

Manager Swichar stated the plan is for the 2026 Interceptor.

Chief Osborn stated that the warranty is part of the township's fleet management plan.

VOTE: 3-0.

9) PUBLIC WORKS DEPARTMENT

1) February Road Department Report submitted for Board and resident review

2) Purchase of New Garage Door and Installation

MOTION: Vice Chairman Wright made a motion to approve a proposal from Smoker Door Sales in the amount of $7,210.00 for the replacement and installation of a new garage door and related hardware, to be funded by the Township's Capital Fund. Chairman Domboski seconded.

Chairman Domboski questioned which door is being replaced.

Manager Swichar stated the door is on the public works garage.

VOTE: 3-0.

10) HISTORICAL COMMISSION

1) Report Submitted.

11) OLD BUSINESS: None

12) NEW BUSINESS: None

13) PUBLIC PARTICIPATION:

Nina Petro, township resident, commented on the elected tax collector.

Shane Cloyd, township resident, commented on harvesting and dashboard updates.

Philip Roomet, township resident, commented on township ordinances.

14) ADJOURNMENT

MOTION: Chairman Domboski made a motion to adjourn the March 24, 2026 Board of Supervisors Meeting at 8:09 PM. Vice Chairman Wright seconded.

VOTE: 3-0.

Respectfully Submitted,



Scott Swichar,
Township Manager/Secretary