



EAST FALLOWFIELD TOWNSHIP BOARD OF SUPERVISORS MEETING

September 22, 2026 Approved Minutes

Members Present:

Wilson Lambert, Chair
Robert Sparr, Vice Chair
Katja DiRado, Member
Deborah Stoff, Member

Member Absent:

Al Wright, Member

Township Staff Present:

Scott Swichar, Township Manager
Dave Hindman, Township Treasurer
Anja Twite, Township Secretary
Chad Osborn, Police Chief

Township Solicitor:

Mike Crotty

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

Chair Lambert called the meeting to order at 6:30pm.

2. EXECUTIVE SESSION

Executive sessions were held on September 18, 2026, and September 22, 2026, to discuss personnel and legal matters.

3. APPROVAL OF MINUTES

- a. August 25, 2026 Board of Supervisors Meeting Minutes

MOTION: Supervisor DiRado made a motion to approve the August 25, 2026 Board of Supervisors meeting minutes as presented. Chair Lambert seconded.

VOTE: 4-0

4. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

- a. August Westwood Fire Company Fire Chief's Report submitted for Board and resident review.
- b. August Westwood Fire Company EMS Report submitted for Board and resident review.
- c. August Modena Fire Company Fire Chief's Report submitted for Board and resident review.
- d. August Modena Fire Company Fire Chief's Report – East Fallowfield Calls Only submitted for Board and resident review.
- e. August Modena Fire Company EMS Report submitted for Board and resident review

5. TREASURER'S REPORT

a. August 31, 2026 Treasurer's Report

MOTION: Chair Lambert made a motion to approve the August 31, 2026 Treasurer's Report as presented. Supervisor Stoff seconded.

VOTE: 4-0

b. Payment Authorizations

MOTION: Supervisor DiRado made a motion to approve the Payment Authorizations for the period of August 26, 2026 to September 22, 2026, in the total amount of \$531,064.32, as presented. Chair Lambert seconded.

VOTE: 4-0

c. 2027 Minimum Municipal Obligation (MMO) for East Fallowfield Township - Police Pension Plan & Non-Uniform Pension Plan

Township Treasurer Hindman explained that this is the annual payment for 2027.

6. MANAGER'S REPORT

a. Approve East Fallowfield Township 2026 Annual Report & Road Map

Township Manager Swichar explained that the document serves as an administrative planning tool that provides a framework for assessing the Township's current position and future direction. He noted that it is also a valuable resource for budget planning and long-term decision-making.

MOTION by Chair Lambert to approve the 2026 Annual Report and Road Map. Supervisor DiRado seconded.

VOTE: 4-0

b. Budget Workshop on October 13, 2026 (Informational)

c. Bulk Trash Drop-Off Event on October 17, 2026, from 9am to 3pm (Informational)

It was noted that there is no cost for residents.

d. Formation of Task Force for Comprehensive Plan Update (Informational)

The Chester County Planning Commission has recommended establishing a task force consisting of approximately seven Township representatives to assist with the update.

e. DCED Local Share Account (LSA) \$30,000 Grant Award for Township Building Emergency Generator (Informational)

It was noted that the Township's existing generator is approximately 20 years old and in need of replacement.

f. Draft Residential Rental Ordinance (Informational)

Feedback from the Zoning Officer is currently pending and will be discussed at the Board of Supervisors' October meeting.

g. New Business

There was no new business.

7. LEGAL

a. Adoption of Ordinance No. 2026-03 – Supervisor Compensation

MOTION: Chair Lambert made a motion to adopt Ordinance No. 2026-03, an ordinance increasing the annual compensation of the Board of Supervisors to \$4,190, consistent with Act 94 of 2024. Supervisor DiRado seconded.

Township Solicitor Crotty explained that the amendment applies to re-elections and new members.

Township residents Phil Roomet and Shane Cloyd expressed opposition to the ordinance.

VOTE: 4-0

b. Consideration of Ordinance No. 2026-04 – Amendment to Volunteer Service Credit Program

MOTION: Supervisor DiRado made a motion to adopt Ordinance No. 2026-04, amending the Volunteer Service Credit Program established pursuant to Township Ordinance No. 2026-01. Supervisor Sparr seconded.

Solicitor Crotty explained that the ordinance applies to firefighter and EMS volunteers.

VOTE: 4-0

c. Consideration to Advertise Proposed Ordinance Amending Chapter 18B, §18B-102.1, Connection to Public Sewers Required

MOTION: Supervisor Sparr made a motion to authorize the advertisement of proposed Ordinance entitled "An Ordinance of the Township of East Fallowfield, Chester County, Pennsylvania", amending Chapter 18B, Municipal Sewer Systems, Section 18B-102.1, Connection to Public Sewers Required. Chair Lambert seconded.

The proposed ordinance will be posted in the Daily Local as well as on the Township's website.

VOTE: 4-0

d. Stormwater Management Agreement for 54 Rokeby Road

MOTION: Supervisor DiRado made a motion to move that the Board approve the Stormwater Management Agreement for 54 Rokeby Road in the form as presented, and authorize the plans to be released for recording. Chair Lambert seconded.

It was clarified that this is for a newly built single-family house.

VOTE: 4-0

- e. Ratify Termination of Employment for Denise Verderosa

MOTION: Chair Lambert made a motion to ratify termination of employment of Full-time Program Coordinator Denise Verderosa effective September 22, 2026. Supervisor Stoff seconded.

VOTE: 4-0

- f. Township Trash Discussion: 2027 Trash Year

The Township's current contract with Blosenski is for a three-year term and includes an automatic two-year extension unless cancelled. If no action is taken by the Board, the contract will remain in effect through 2027. It was clarified that an in-house feasibility study had not been done. Potential cost increases will be addressed during the upcoming budget discussions.

- g. New Business

There was no new business.

8. PARK AND RECREATION BOARD

- a. Report not submitted
- b. East Fallowfield Township Flea Market on October 3 from 8am to 1pm at the Township Park (Informational)

Park & Recreation chair Dickinson noted that there is no table fee. Food bank donations will be collected instead.

- c. Trunk or Treat on October 24 from 1pm-3pm at the Township Park (Informational)
- d. Request from Chester County Master Gardeners to use Park Pavilion for Picnic

MOTION: Supervisor DiRado made a motion approving the request from Chester County Master Gardeners to use the park pavilion on October 10 from 2pm to 6pm. Supervisor Stoff seconded.

It was explained that all facility rental applicants receive a handout with all park rules.

VOTE: 4-0

9. PLANNING COMMISSION

- a. Report not submitted

10. POLICE DEPARTMENT

- a. August Police Report submitted for Board and resident review
- b. Resignation of Part-Time Police Officer Andrew Schreiber

MOTION: Motion by Supervisor DiRado accepting the resignation of part-time police officer Andrew Schreiber. Supervisor Sparr seconded.

VOTE: 4-0

11. PUBLIC WORKS DEPARTMENT

- a. August Road Department Report submitted for Board and resident review

12. HISTORIC COMMISSION

- a. Report not submitted
- b. Appointment of Robert Beck to the Historic Commission

MOTION: Supervisor DiRado made a motion to accept the appointment of Robert Beck to the Historic Commission for the term ending December 31, 2026. Chair Lambert seconded. The motion was not voted upon.

It was noted that Mr. Beck had not been interviewed by the Historic Commission.

MOTION: Supervisor Stoff made a motion to table the appointment until Mr. Beck has been interviewed by the Historic Commission. Supervisor DiRado seconded.

VOTE: 4-0

Joe McCormick, Chair	2025 to 2029	5 year term
Sue Monaghan, Secretary	2022 to 2026	5 year term
Connie McLaughlin	2025 to 2029	5 year term
Jennifer Carling	2022 to 2026	5 year term
Clarence Rhoades, III	2022 to 2026	5 year term
Chad Peterson	2022 to 2026	5 year term
Rania Larsen	2024 to 2028	5 year term
VACANT	2022 to 2026	5 year term
Pam Jaccard	2024 to 2028	5 year term

Township resident Dennis Crook requested insurance coverage for Township volunteers on Township property.

13. ENVIRONMENTAL ADVISORY COUNCIL

- a. Report not submitted

14. OLD BUSINESS

15. NEW BUSINESS

Supervisor DiRado requested an outreach and education budget line item for the Environmental Advisory Council.

Supervisor DiRado suggested establishing a capital fund line item for an electronic message board at the park, noting that the new municipal building will not be as visible to passing traffic.

16. PUBLIC PARTICIPATION

Township resident Ruth Williams asked about Queen Lane repaving. Mr. Swichar will look into this.

Township resident Angel Mathis requested that weeds and the resulting potholes on Pelham Drive be addressed. It was clarified that these issues fall under the responsibility of the HOA, which owns the street.

Township resident Phil Roomet expressed concern that the proposed rental ordinance is overly invasive, noting that similar regulations already exist at state and county level. It was explained that the ordinance was developed based on recommendations from the Township's former emergency management coordinators to help ensure tenant safety. Most neighboring townships have adopted their own rental ordinances.

In response to a Fieldstone Village resident's question, Solicitor Crotty explained that the Township engineer has completed an up-to-date assessment of the costs associated with all required improvements, which has been sent to Travelers. Their response has not been received yet. Several Fieldstone Village residents asked for the Township's support in getting the roads dedicated.

Township resident Jerry Dickinson suggested prioritizing the new township building over an in-house trash feasibility study.

Township resident Courtney Burwell requested an update on the new township building. Township Manager Swichar explained that the project is entering the next phase, which consists of architectural and engineering services.

Township resident Dennis Crook presented several photos of dilapidated buildings within the Township that he stated pose safety concerns and should be demolished. Township Manager Swichar requested that Mr. Crook leave the photos and property addresses with Township staff for review.

Township resident Shane Cloyd read an email from Lyrn Yacoe from the Coatesville Area School District Board regarding statements made by Chair Lambert at a previous meeting. Mr. Cloyd also

requested an update on the Township's permitting software. It was explained that personnel changes have created challenges in the process.

Township resident Deloin Scotton thanked the Supervisors and former Township employee Denise Verderosa for their hard work.

17. ADJOURNMENT

MOTION: Chair Lambert made a motion to adjourn the Supervisors Meeting at 7:35 PM. Supervisor Sparr seconded.

VOTE: 4-0.

Respectfully Submitted,

Anja Twite
Township Secretary