EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING

October 13, 2026 Approved Minutes

Members Present:
Wilson Lambert, Chair
Robert Sparr, Vice Chair
Katja DiRado, Member
Deborah Stoff, Member
Al Wright, Member

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

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

Chair Lambert called the meeting to order at 6:31pm.

2. APPROVAL OF MINUTES

a. September 22, 2026 Board of Supervisors Meeting Minutes

MOTION: Vice Chair Sparr made a motion to approve the September 22, 2026 Board of Supervisors meeting minutes as presented. Supervisor DiRado seconded.

VOTE: 4-0 (Supervisor Wright abstained)

3. TREASURER'S REPORT

a. Payment Authorizations

MOTION: Chair Lambert made a motion to approve the Payment Authorizations for the period of September 23, 2026 through October 13, 2026, in the total amount of $257,177.36, as presented. Supervisor DiRado seconded.

VOTE: 5-0

4. POLICE DEPARTMENT

a. Presentation and Approval of Police Strategic Plan

Chief Osborn presented the Police Department's five-year Strategic Plan. The plan focuses on strengthening community partnerships, recruiting and retaining qualified officers, improving department facilities and equipment, and continuing to implement new technology. Chief Osborn highlighted community outreach efforts, ongoing equipment and vehicle upgrades, the need for a future police facility, and recent technology improvements.

In response to questions, Chief Osborn discussed police staffing challenges and regionalization. He noted difficulties retaining part-time officers due to competition from agencies offering full-time positions and reviewed the benefits and challenges of regionalization.

MOTION: Supervisor Wright made a motion to approve the Police Strategic Plan, as presented. Supervisor DiRado seconded.

VOTE: 5-0

b. Acceptance of Full-Time Police Officer Resignation – John Hewczuk

MOTION: Supervisor DiRado made a motion to accept the resignation of full-time officer John Hewczuk, effective October 4, 2026. Vice Chair Sparr seconded.

VOTE: 5-0

c. Approval of Letter of Employment for Part-Time Police Officer – John Hewzcuk

MOTION: Supervisor Wright made a motion to extend an offer of part-time employment to officer John Hewczuk, effective October 5, 2026. Supervisor DiRado seconded.

VOTE: 5-0

d. Approval of Promotion to Full-Time Police Officer – Sean Marasco

MOTION: Supervisor DiRado made a motion to promote Sean Marasco from part-time to full-time police officer, effective November 1, 2026. Vice Chair Sparr seconded.

VOTE: 5-0

5. MANAGER'S REPORT

a. Bulk Trash Drop-Off Event: Saturday, October 17 from 9am to 3pm (Informational)

b. 2027 Budget Overview and Workshop (Informational)

Township Manager Swichar presented the proposed 2027 budget schedule and reviewed the Township's 2026 financial performance. He reported that revenues are projected to exceed budgeted amounts, due primarily to stronger-than-anticipated earned income tax and real estate transfer tax collections, while expenditures are expected to remain below budget. Lower personnel, health insurance, and legal expenses have contributed to reduced spending, although vehicle maintenance costs are projected to exceed budget due to an unanticipated police vehicle engine replacement. Despite a budgeted deficit associated with a planned transfer to the Municipal Building Fund, the General Fund is projected to close the year with an operating surplus.

Mr. Swichar presented an overview of the proposed 2027 budget, including revenue and expenditure projections, fund balance trends, and key budget assumptions. He noted that no General Fund tax increase is proposed for 2027, marking the ninth consecutive year without an increase. The proposed budget

includes the use of reserve funds to offset slowing revenue growth and rising personnel and healthcare costs, while maintaining balanced budgets across all funds. Planned investments include road paving, bridge and drainage improvements, capital equipment replacement, park projects, and continued funding for the Municipal Building Fund. Upcoming budget milestones were also reviewed.

6. OLD BUSINESS

There was no old business.

7. NEW BUSINESS

There was no new business.

8. PUBLIC PARTICIPATION

Township resident Stephen Bauer asked for clarification regarding police shields. It was explained that the equipment provides additional ballistic protection for officers during high-risk incidents.

Mr. Bauer inquired whether park events would affect the meadow area. It was clarified that event parking does not occur in the meadow.

Township resident, Pamela Jaccard discussed the Township charging separately for bulk trash collection, citing concerns about fairness for low-volume users. It was noted that collection costs are driven primarily by pickup services rather than disposal fees.

9. ADJOURNMENT

MOTION: Vice Chair Sparr made a motion to adjourn the Supervisors Meeting at 8:31 PM. Chair Lambert seconded.

VOTE: 5-0

Respectfully Submitted,

Anja Twite
Township Secretary