EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING

November 10, 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 6:30 p.m.

2. APPROVAL OF MINUTES

a. October 27, 2026 Board of Supervisors Meeting Minutes

MOTION: Chair Lambert made a motion to approve the October 27, 2026 Board of Supervisors meeting minutes as presented. Supervisor DiRado seconded.

VOTE: 5-0

3. TREASURER'S REPORT

a. Payment Authorizations

MOTION: Supervisor DiRado made a motion to approve the Payment Authorizations for the period of October 27, 2026 through November 10, 2026, in the total amount of $340,834.86, as presented. Supervisor Wright seconded.

VOTE: 5-0

4. MANAGER'S REPORT

a. Second Presentation of 2027 Budget (Informational)

Township Manager Swichar reviewed the 2027 budget proposal, which includes no real estate tax increase in the General Fund or Fre/EMS Fund. He stated that this would be the ninth consecutive year without a tax increase in the General Fund and the Township proposes to maintain the current trash fee at $450. The budget includes an additional $150,000 total for Modena Fire Company and Westwood Fire Company to hire paid firefighters, bringing the Fire/EMS budget to $451,378. The

township is projecting a deficit in the 2027 general fund budget of $105,582, which will be balanced using $105,582 from general fund reserves.

b. Advertisement of 2027 Budget

MOTION: Supervisor Wright made a motion to authorize the advertisement of the availability of the 2027 budget. Supervisor Stoff seconded.

Township residents asked questions and shared comments regarding employee benefits, reserve funds, municipal budget comparisons, and tax revenue funding.

VOTE: 5-0

c. Authorization of PECO Green Region Grant Application

Township Manager Swichar reported that the grant would fund tree planting in the Township park and cover 50% of the project cost. The Township's estimated match of $5,000 would be paid from the Park and Recreation Fund, which is funded through developer fees and sponsorships.

MOTION: Supervisor DiRado made a motion to authorize Township staff to apply for the 2026 PECO Green Region Grant for trees in the amount of $5,000. Supervisor Stoff seconded.

VOTE: 5-0

5. POLICE DEPARTMENT

a. Approval of Administration of Training Policy Update

MOTION: Supervisor Wright made a motion to approve the updated Administration of Training Policy, as presented. Vice Chair Sparr seconded.

VOTE: 5-0

b. Approval of Property & Evidence Control Policy Update

MOTION: Supervisor DiRado made a motion to approve the updated Property & Evidence Control Policy, as presented. Supervisor Wright seconded.

VOTE: 5-0

c. Approval of Vehicle Pursuits and Forcible Stopping Policy Update

MOTION: Vice Chair Sparr made a motion to approve the updated Vehicle Pursuits and Forcible Stopping Policy, as presented. Chair Lambert seconded.

VOTE: 5-0

d. Approval of Automated License Plate Readers Policy Update

MOTION: Supervisor Wright made a motion to approve the updated Automated License Plate Readers Policy, as presented. Chair Lambert seconded.

Police Chief Osborn summarized the county-funded system and its use in investigations and cross-jurisdictional crime tracking. He noted that the system does not involve the installation of cameras in East Fallowfield Township. Chief Osborn explained that Chester County provides access to the technology and conducts audits to monitor its use. Users must complete training and comply with the policy, and violations may result in disciplinary action.

A Brooks Crossing resident raised concerns about data retention, privacy, and access to information collected through the system. Chief Osborn responded that the technology has aided investigations and reiterated that no cameras are installed or proposed in East Fallowfield Township. He noted that access is provided through Chester County to assist in locating vehicles involved in criminal activity.

Township resident Philip Roomet read a statement raising concerns regarding privacy, data retention, data sharing, accountability, and protections against the misuse or commercial use of information collected through the system.

Chair Lambert reminded Mr. Roomet of the three-minute public comment time limit.

MOTION: Supervisor Wright made a motion to enter a 5-minute recess. Supervisor DiRado seconded.

VOTE: 5-0

Chair Lambert reminded attendees of the board's rules of order and stated that further disruptions could result in the meeting being recessed or adjourned. Vice Chair Sparr reiterated enforcing the three-minute public comment limit.

MOTION: Vice Chair Sparr made a motion to recess the meeting. Supervisor DiRado seconded.

There was no vote.

MOTION: Supervisor Wright made a motion to table the policy update. Supervisor Stoff seconded.

VOTE: 4-1 (nay by Vice Chair Sparr)

e. Approval of Written Directive System Policy Update

MOTION: Supervisor Wright made a motion to approve the updated Written Directive System Policy, as presented. Supervisor DiRado seconded.

Chief Osborn explained that department policies are updated on established schedules, and officers are required to read and acknowledge any revisions.

VOTE: 5-0

6. HISTORICAL COMMISSION

a. Appointment of Robert Beck

MOTION: Supervisor Wright made a motion to accept the appointment of Robert Beck to the Historic Commission for the term ending December 31, 2026. Supervisor DiRado seconded.

VOTE: 5-0

Joe McCormick	Chairman	2025 to 2029
Sue Monaghan	Secretary	2022 to 2026
Connie McLaughlin	Member	2025 to 2029
Jennifer Carling	Member	2022 to 2026
Clarence Rhoades, III	Member	2022 to 2026
Chad Peterson	Member	2022 to 2026
Rania Larsen	Member	2024 to 2028
Robert Beck	**Member**	**2022 to 2026**
Pam Jaccard	Member	2024 to 2028

7. OLD BUSINESS

There was no old business.

8. NEW BUSINESS

Township staff will advise the Board of the date of the employee Christmas party.

9. PUBLIC PARTICIPATION

Township resident Brian Arnau asked about the Board's procedure for maintaining order during public comment and whether disruptions could affect discussion of agenda items. The Board explained that rules are applied to ensure all residents have an equal opportunity to be heard and noted that questions may also be submitted to the Township outside of meetings. In response to Mr. Arnau's question why the department adopted an automated license plate reader policy without plans to install local cameras, Chief Osborn explained that the policy governs the department's county-granted access to the regional ALPR network.

Township resident Jerry Dickinson thanked the road crew for their work and asked questions regarding the automated license plate reader policy. Chief Osborn explained that the Township already has the policy in place and that the proposed action updates this policy with minor revisions.

Township resident Lauren Keiper voiced opposition to automated license plate readers, citing concerns over data accuracy, reliability, and potential harm from errors, and submitted supporting information for review.

Township resident Shane Cloyd commented on the Township's references to school district tax rates and discussed the Township's letter to South Coatesville regarding EMS funding.

Township resident Philip Roomet stated that the automated license plate reader policy contained gaps and expressed concern about how future police chiefs or boards might use it.

Chair Lambert noted that the 2027 budget includes no real estate tax increase for the ninth year in a row and lowers overall spending by 6.3% through ongoing cost savings. He reaffirmed the Township's partnership with the Coatesville Area School District and clarified that prior budget remarks were not meant to criticize the district.

10. ADJOURNMENT

MOTION: Vice Chair Sparr made a motion to adjourn the meeting at 8:03 p.m. Supervisor Wright seconded.

VOTE: 5-0