

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
June 24, 2025 **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.

<i>Vacant</i>	<i>Member 2025 to 2025</i>	<i>1-year term</i>
Wilson Lambert	Member 2025 to 2025	1 year-term
Katja DiRado	Member 2025 to 2025	1 year-term
<i>Vacant</i>	<i>Member 2025 to 2025</i>	<i>1 year-term</i>
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.

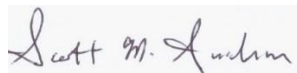
Bruce Lane provided comments.

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