

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
October 14, 2025 **Approved Minutes**
6:30 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

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

Chairwoman McEvoy called the meeting to order at 6:30 PM.

2. DISCUSSION

B. APPROVAL OF MINUTES

SEPTEMBER 23, 2025 BOARD OF SUPERVISORS MEETING MINUTES

MOTION: Supervisor DiRado made a motion to approve the September 23, 2025 Board of Supervisors meeting minutes as presented. Supervisor Wright seconded.

Chairwoman McEvoy stated there was one correction on page 5 of the minutes under summary by applicable board liaison. She stated that Supervisor Wright was incorrectly listed as the board liaison for Park and Recreation. It should be Supervisor McEvoy.

Shane Cloyd, Township resident, commented on the minutes.

VOTE: 5-0.

A. TREASURER'S REPORT

1) Payment Authorizations

MOTION: Chairwoman McEvoy made a motion to approve the Payment Authorizations for the period of September 24, 2025 through October 14, 2025 in the total amount of \$262,478.55 as presented. Supervisor DiRado seconded.

VOTE: 5-0.

B. TOWNSHIP MANAGER'S REPORT

1) Authorize advertisement of bids for Saw Mill Road Culvert Replacement Project.

Township Manager Swichar stated that T.P.D has prepared bid specifications for the project. The project would replace an old metal culvert that is rusted out and failing. The new culvert would be made of concrete. The Township has been talking about the project for a couple of years. The Township has completed all of the required environmental assessments and obtained easements from affected property owners. The Township is ready to move forward and put this out to bid. The construction is projected to cost about \$200,000 and there is some additional paving/milling work proposed on Saw Mill Road that could add about \$150,000 to the project. The township was awarded a \$250,000 grant that should cover a large portion of the project.

MOTION: Supervisor Wright moved that the Township authorize the advertisement to request bids for the Saw Mill Road Culvert Replacement Project. Vice Chairman Domboski seconded.

Supervisor Wright questioned if the contractor will maintain traffic during construction and whether there are any bid alternates.

Manager Swichar stated that the plan is not to completely close the road during the construction. Mr. Swichar stated the bids are for the culvert as well as the additional road paving on Saw Mill Road which is the alternate.

Deborah Stoff, Township resident, questioned if the grant is specific to this project or could be used elsewhere.

Manager Swichar stated that the grant is specific to this project.

Supervisor Wright questioned if Liquid Fuels monies could be used for the project.

Township Manager Swichar stated that using funding from Liquid Fuels could complicate this project.

VOTE: 5-0.

2) Traffic Engineer, Mike Schneider (Pennoni) to Provide Update on Traffic Calming Project in Newlinville (Informational)

Mr. Schneider stated that the project was born out of the Newlinville Master Plan which called for pedestrian accommodations. The plan also called for traffic calming, gateway medians and signage and striping. The engineer prepared plans which were approved by PennDOT. The township is running up against the paving window since it is getting colder. During the preconstruction meeting, PennDOT noted drainage issues that need to get fixed by then. There is a chance that the township's construction gets pushed to the spring. The Township will figure that out in the next week or so. The contractor is okay doing the work in the spring. The grant expiration is June 30, 2026. The Township does not want a half done project and then have to do the paving in the end.

Township Manager Swichar stated that pedestrian safety is a big priority in the Newlinville Master Plan.

Mr. Schneider stated that planning study reflects gateway medians showing you are coming into a new area. When you are traveling north on Route 82 there are winding roads and hills. The medians show you are coming into a different type of area. It is a visual cue there are pedestrians present. Pavement marking and edge line rumble strips will be used to reduce strips. Approaching medians there will be transverse rumble strips. You can feel the rumble but it is not loud.

Supervisor DiRado questioned if there will be pedestrian crosswalks.

Mr. Schneider stated that T.P.D's original concept plan showed sidewalks and crosswalks. This would be the next phase of the project. He stated that if funders see this as a phased plan, then funders will see this as a more attractive project. Sidewalk and curbing would be more of a \$1 million project. The traffic calming project will make it easier for future pedestrian safety improvements. The sidewalks could not be done without addressing stormwater concerns. The inlet near the church is failing. Pennoni is working with PennDOT to get them to fix it. Some of the stormwater issues would need to be done when sidewalks are installed. The immediate action is to get them to fix what is there. The islands will reduce lane width, and the township does not want tire tracks anywhere near the failing inlets. The township does not want to create a safety concern.

Shane Cloyd, township resident, questioned if the before study will be shown before the after study is done.

Mr. Schneider stated that a radar study was done. The main point of the gateway median is a visual cue that you are entering a new area, but medians can also help to reduce speeds. The Township performed the radar study and will perform the study after the medians go in. Other traffic calming provisions such as radar signs are also proposed. Speed signs are a temporary fix, and he does not recommend a permanent installation. The point of the median is to slow down when you see it due to a reduction in lane width. Some people will never slow down no matter how narrow the lanes are, but is always a constant cue. The center median is the identifier that you are coming into a denser area. The medians also provide a sense of place and adds to the beautification.

There was a board discussion on the topic.

- 3) Addendum to the October 5, 2023 contract between East Fallowfield Township and A.J. Blozenski increasing bulk item collection from once monthly to one item every week at no additional cost.

Township Manager Swichar stated that there is a proposed addendum that would increase the bulk collection from once monthly to once per week (1 item collected each week). This would double the amount of allowable bulk items collected from two to four items. This is advantageous for the township and also helps to alleviate the strain on the hauler. There is no cost to the township for the addendum.

James Clark, representative of Blosenski, stated that the change will help with their operations because they can now spread collections throughout the month.

Supervisor Wright stated that it will be easier not having to think about which collection is bulk collection day.

Supervisor DiRado questioned if the township will track how well this works.

Township Manager Swichar stated that the township and hauler will both track the progress, and the new bulk collection will begin on October 24.

MOTION: Chairwoman McEvoy make a motion to approve an addendum to the October 5, 2023 contract between East Fallowfield Township and A.J. Blosenski increasing the bulk item collection from once monthly to one item every week. Supervisor DiRado seconded.

Shane Cloyd, township resident, questioned if volume will increase.

Mr. Clark stated that he expects the same amount of bulk. People will put out the bulk on a more consistent basis.

VOTE: 5-0.

4) Bulk Trash Drop-Off Event on Saturday October 18 9:00am-3:00pm (Informational)

Township Manager Swichar provided a reminder about the event.

Supervisor Wright questioned disposal of batteries.

5) Updates on Municipal Building Committee and addressing rumors about the sale of East Fallowfield Elementary School (Informational)

Mr. Swichar stated that the township received applications from several interested residents. The township is working through getting the grant agreement in place and wants to make sure the committee has meaningful work to perform. The Township will hold the applications until the grant agreement is in place. Mr. Swichar stated that East Fallowfield Elementary School is not for sale. There were rumors that it was up for sale, and he wanted to address the rumors.

6) 2026 Budget Overview and Workshop (Informational)

Township Manager Swichar provided a PowerPoint presentation of the proposed 2026 township budget. He stated that Budget highlights include there are no tax increases proposed in the 2026 General Fund or Fire/EMS. This is the 8th year the township has not seen a tax increase in the General Fund. Township Manager Swichar stated that all township budgets are balanced per second class township code. He stated that the township is projecting a potential budget deficit of \$221,381 in the General Fund next year, which means we would be using our township reserves to balance the budget. This

is not due to overspending, but primarily the result of increased legal expenses due to a heavy volume of Right to Know requests received from one requester. If the current volume of requests continues into next year, the township could see severe impacts to the township finances and legal expenses reaching \$175,000. Keep in mind, this is a projection, not an exact figure. Mr. Swichar stated that he wants to make the board and public aware of the potential fiscal impact, so the township can plan accordingly. The Township is also budgeting for an 18% increase in employee healthcare costs which would cost the township an additional \$35,000 next year. He stated that the 2026 General Fund Revenue Budget (total) of \$4,489,695 is \$412,662 greater than 2025 General Fund Revenue Budget (total) of \$4,077,033. Mr. Swichar stated that this is because the 2025 General Fund Budget reflects a \$1 million transfer to the Capital Fund and the 2026 General Fund Revenue Budget (total) includes \$1 million transfer to Municipal Building Fund and \$222,381 is designated from the general fund balance which increases the overall revenue making revenue appear higher than it actually is. Mr. Swichar stated that when you remove the \$221,381 (use of fund balance in 2026) and \$1 million transfers, the 2026 General Fund Revenue is only \$57,546 higher than the 2025 General Fund Revenue. The increase is revenue in the 2026 General Fund revenue budget largely attributed to a modest increase in earned income taxes (EIT). Mr. Swichar stated that the 2026 General Fund Expenditure Budget is \$4,489,696, which is \$412,663 more than 2025 General Fund Expenditure Budget of \$4,077,033. He stated that both the 2026 General Fund Budget includes a \$1 million transfer from the General Fund to the Municipal Building Fund and the 2025 General Fund Budget includes a proposed \$1 million transfer from the General Fund to the Capital Fund to pay for capital expenses. The adjusted 2026 expenditure budget (removing the \$1 million transfer) is \$3,489,696 and the 2025 expenditure budget (removing the \$1 million transfer) is \$3,077,033. The Township budgeted a 5% increase for all Insurance, professional, and fixed operating costs due to inflation. Mr. Swichar stated that The Township continues to focus on rebuilding neglected infrastructure such as Road paving which is budgeted at \$407,335 (liquid fuels= \$232,435+capital fund=\$175,000), Mortonville Road bridge is budgeted at \$765,380, and \$1 million is proposed to be transferred to Municipal Building Fund. Mr. Swichar stated that the biggest budget buster expense in 2025 will likely be the legal fees attributed to the current Right to Know requests. Despite the substantial costs associated with the Right to Know requests, the Township is still hopeful to end 2025 with a Surplus in the General Fund (before transferring \$1,000,000 to the Capital Fund). Mr. Swichar stated that the 2025 revenue is projected to be \$3,755,197 compared to the 2025 Budgeted Revenue of \$3,209,768, attributed mostly to building permits from Coatesville Area School District.

1 OLD BUSINESS: None

2 NEW BUSINESS: None

3 PUBLIC PARTICIPATION:

Robin Romanelli, Township resident, requested more information on the right to know requests and questioned the status of dedication for Fieldstone Village.

Mr. Swichar stated that the right to know requests are public information and anyone could complete a right to know request that would provide a breakdown of the requests.

There was a board discussion on the topic.

Mr. Swichar stated that the township's solicitor provided an update at the August board meeting.

Phillip, township resident, read a written statement.

Shane Cloyd, township resident, commented on the township budget and his right to know requests. He also asked a question about his trash fee.

Supervisor Lambert stated that he is going on the record to say that the manager should create clear policies for how to handle right to know requests and also track and keep a record of the requestor's history.

Jerry Dickinson, township resident, asked a question about the \$1 million transfer to the building fund and questioned how much was received from the Coatesville school district building permit.

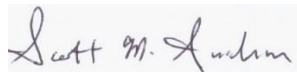
Deborah Stoff, township resident, asked a question about fees versus tax.

4 ADJOURNMENT

MOTION: Chairwoman McEvoy made a motion to adjourn the September 23, 2025, of Supervisors Meeting at 8:15 pm. Supervisor Wright seconded.

VOTE: 5-0.

Respectfully Submitted,



Scott Swichar,
Township Manager/Secretary