

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
November 18, 2025 **Approved Minutes**
6:30 p.m.

Members Present

Clare 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
Eric Brown

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

OCTOBER 28, 2025 BOARD OF SUPERVISORS MEETING MINUTES

MOTION: Chairwoman McEvoy made a motion to approve the October 28, 2025 Board of Supervisors meeting minutes as presented. Supervisor DiRado seconded.

VOTE: 5-0.

C. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

- 1) October Westwood Fire Company Fire Chief's Report submitted for Board and resident review.
- 2) October Westwood Fire Company EMS Report submitted for Board and resident review.
- 3) October Modena Fire Company Fire Chief's Report submitted for Board and resident review.
- 4) October Modena Fire Company Fire Chief's Report – East Fallowfield Calls Only submitted for Board and resident review.
- 5) October Modena Fire Company EMS Report submitted for Board and resident review.

A. TREASURER'S REPORT

1) October 31, 2025 Treasurer's Report

MOTION: Chairwoman McEvoy made a motion to approve the October 31, 2025 Treasurer's Report as presented. Supervisor DiRado seconded.

VOTE: 5-0.

2) Payment Authorizations.

MOTION: Chairwoman McEvoy made a motion to approve the Payment Authorizations for the period of October 29, 2025 through November 18, 2025 in the total amount of \$319,089.60 as presented. Vice Chairman Domboski seconded.

VOTE: 5-0.

B. TOWNSHIP MANAGER'S REPORT

1) Second Presentation of Proposed 2026 Budget

Mr. Swichar stated that tonight is the second budget presentation and that this is another opportunity for the public to provide comment on the township budget. He stated that the board could authorize the advertisement of the budget tonight. Per second class township code, the township is required to advertise the budget for at least 20 days before the final budget is adopted. Once the board authorizes advertisement, the budget would then be available for public inspection. The budget would be placed on the township website and hard copies would also be available at the township building.

Mr. Swichar reviewed budget highlights and stated there is no real estate tax increase proposed in the General Fund or Fire/EMS fund. He also stated there is no increase proposed for annual trash fee of \$450. All Township Budgets are balanced per Second Class Township Code. \$231,677 is being designated from the general fund reserve balance to balance the 2026 General Fund Budget. Deficit spending is budgeted in 2026. Mr. Swichar stated the 2026 General Fund revenue Budget total is \$4,503,000. 2026 budgeted general fund revenue total is \$425,967 greater than 2025 budgeted general fund revenue total of \$4,077,033. Mr. Swichar stated that 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 \$231,677 is designated from the general fund balance which increases the overall revenue making revenue appear higher than it actually is. Mr. Swichar stated when you remove the \$231,677, which is use of fund balance in 2026, and remove the \$1 million transfers, the 2026 General Fund Revenue is only \$61,555 or 1.9% 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 the 2026 General Fund Expenditure Budget is \$4,503,000, and that the 2026 General Fund Expenditure Budget is \$425,967 more than 2025 General Fund Expenditure Budget of \$4,077,033. He also stated 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. Mr. Swichar stated the adjusted 2025 expenditure budget, removing the \$1 million transfer, is \$3,077,033 and the adjusted 2026 expenditure budget, removing the \$1 million transfer, is \$3,503,000. The 2026 expenditure budget is 13.8% higher than 2025 expenditure budget. Mr. Swichar discussed infrastructure improvements, such as road paving budgeted at \$401,962, Mortonville Road bridge reconstruction budgeted at \$765,380, and \$1 million transferred to Municipal Building Fund.

Mr. Swichar discussed the comparison between the 2025 adopted budget and the 2026 proposed budget. Mr. Swichar also discussed questions that were asked at the October 21, 2025 town hall meeting. Mr. Swichar stated that budget adoption is scheduled for December 9, 2025 and that the meeting will be another opportunity for public comment. Mr. Swichar stated that if residents are not able to attend meetings in person were also encouraged to email the township manager if they have any specific questions or wish to provide comments.

2) Advertisement of 2026 Budget.

MOTION: Supervisor Wright moved that the Township authorize the advertisement of the availability of the 2026 budget. Supervisor DiRado seconded.

Supervisor Wright stated all the money is being spent properly.

Shane Cloyd, Township resident, commented on right to know requests and township secretary in the budget.

Philip Roomet, township resident, questioned expenses for a township administrative assistant and time card use for the manager.

Vice Chairman Domboski asked that Manager Swichar review the current administrative staff and stated that the Township Secretary position is not limited to only Right to Know requests.

Kevin Di Girolamo, township resident, commented that budget questions be directed to the board and discussed public input into the budget process.

VOTE: 5-0.

3) Resolution for DCED Statewide Local Share Assessment Grant

Township Manager Swichar stated that he is recommending that the township submit a grant application for a new generator at the township building. The existing one is 24 years old and parts are no longer available. The proposed resolution will authorize the township manager to submit the grant application and execute all documents.

MOTION: Vice Chairman Domboski make a motion approving the submission of Resolution 2025-18 authorizing the submission of a grant application to DCED's Statewide Local Share Assessment Grant in the amount of \$39,461.25 for an emergency standby generator and authorizing the Township Manager to execute all documents. Supervisor Wright seconded.

Supervisor DiRado questioned what is currently being used and whether there is a warranty.

Township Manager Swichar stated the request is only to submit the grant application they have not made a decision on the purchase. The township is still using its existing generator, but it is past its useful life.

VOTE: 5-0.

- 4) Township Manager Swichar stated that the Single Use Plastics Survey will end on November 30, 2025 (Informational). The survey is on the township's website and residents will be notified that the survey is being closed.

Supervisor DiRado questioned if the survey could be extended.

Mr. Swichar stated the survey was active since last summer and was extensively advertised.

C. LEGAL

- 1) 2026 Independent Auditor Appointment, 2026 Reorganizational Meeting and Elected Auditors Meeting.

MOTION: Supervisor Wright moved that the Township authorize the advertisement of the intent to appoint CliftonLarsonAllen (formerly Withum) as its Auditor, to be considered at the Board meeting on January 5, 2026, as well as to advertise the organization meeting of the Board of Supervisors for 6:00 p.m. on January 5, 2026, and notice of the elected Township Auditor's meeting on January 6, 2026 at 6:00 p.m. seconded. Vice Chairman Domboski seconded.

Supervisor Wright questioned if late audits would be a problem in the future.

VOTE: 5-0.

- 2) Consider Implementation of Act 94 of 2024-Supervisor Compensation

Solicitor Brown stated that Act 94 allows supervisors to statutorily increase their compensation. The increase would need to be done by ordinance for new supervisors and must be made effective in the next term.

Township Manager Swichar stated that the board discussed this at the 2025 reorganizational meeting.

There was a board discussion.

MOTION: Supervisor Lambert made a motion to authorize the board to draft an ordinance. Supervisor DiRado seconded.

There was a board discussion.

Shane Cloyd, township resident, commented on the proposed ordinance.

Pam Jaccard, township resident, commented on the proposed ordinance.

Mike Petro, township resident, commented on the proposed ordinance.

Supervisor Wright stated that the township needs a professional manager.

VOTE: 2-3. Supervisor Wright voted nay, Chairwoman McEvoy voted nay, Vice Chairman Domboski voted nay.

3) Update on Act 72 Volunteer EMS Tax Credit Ordinance (Informational)

Solicitor Brown stated the township is still waiting on county metrics on establishing tax credits before preparing an ordinance. However, he understands the board is supportive of an ordinance.

Mr. Swichar stated that the county is meeting in November to discuss any changes to the tax credit ordinance and the township is waiting to see what changes are made at the county level.

There was a board discussion on the topic.

PLANNING COMMISSION

1) No Report Submitted

D. POLICE DEPARTMENT

1) September Police Report submitted for Board and resident review.

2) Appointment of Jordan Thomas as Part-Time Permanent Laborer

MOTION: Chairwoman McEvoy made a motion to hire Jordan Thomas as a part-time permanent laborer in the public works department at an hourly rate of \$25.22 subject to a satisfactory criminal background check and pre-employment physical. Supervisor DiRado seconded.

Manager Swichar stated that Jordan has been a seasonal laborer in the department for several years.

Philip Roomet, township resident, asked a question about the definition of a satisfactory background check.

VOTE: 5-0.

E. HISTORICAL COMMISSION

- 1) Report Submitted
- 2) Appointment of Jack Alvarez to the Historical Commission

MOTION: Supervisor DiRado made a motion to appoint Jack Alvarez to the Historical Commission for the term ending December 31, 2026. Vice Chairman Domboski seconded.

Joe McCormick	Chairman	2025 to 2029	5 year term
Sue Monaghan	Secretary	2022 to 2026	5 year term
Connie McLaughlin	Member	2025 to 2029	5 year term
Jennifer Carling	Member	2022 to 2026	5 year term
Clarence Rhoades, III	Member	2022 to 2026	5 year term
Chad Peterson	Member	2022 to 2026	5 year term
Vacant	Member	2024 to 2028	5 year term
Jack Alvarez	Member	2022 to 2026	5 year term
Vacant	Member	2024 to 2028	5 year term

VOTE: 5-0.

- 3) Appointment of Rania Larsen to the Historical Commission

MOTION: Chairwoman McEvoy made a motion to appoint Rania Larsen to the Historical Commission for the term ending December 31, 2028. Supervisor Wright seconded

Joe McCormick	Chairman	2025 to 2029	5 year term
Sue Monaghan	Secretary	2022 to 2026	5 year term
Connie McLaughlin	Member	2025 to 2029	5 year term
Jennifer Carling	Member	2022 to 2026	5 year term
Clarence Rhoades, III	Member	2022 to 2026	5 year term
Chad Peterson	Member	2022 to 2026	5 year term
Rania Larsen	Member	2024 to 2028	5 year term
Jack Alvarez	Member	2022 to 2026	5 year term
Vacant	Member	2024 to 2028	5 year term

VOTE: 5-0.

- 4) Appointment of Pam Jaccard to the Historical Commission

MOTION: Chairwoman McEvoy made a motion to appoint Pam Jaccard to the Historical Commission for the term ending December 31, 2028. Supervisor DiRado seconded.

Joe McCormick	Chairman	2025 to 2029	5 year term
Sue Monaghan	Secretary	2022 to 2026	5 year term
Connie McLaughlin	Member	2025 to 2029	5 year term
Jennifer Carling	Member	2022 to 2026	5 year term
Clarence Rhoades, III	Member	2022 to 2026	5 year term
Chad Peterson	Member	2022 to 2026	5 year term
Rania Larsen	Member	2024 to 2028	5 year term
Jack Alvarez	Member	2022 to 2026	5 year term
<i>Pam Jaccard</i>	<i>Member</i>	<i>2024 to 2028</i>	<i>5 year term</i>

VOTE: 5-0.

F. PARK AND RECREATION BOARD

- a. No Report Submitted.
- b. Resignation of Robin Barnes Burdick from Park and Recreation Committee

PROPOSED MOTION: Vice Chairman Domboski made a motion to accept the resignation of Robin Barnes Burdick from the Park and Recreation Committee for the term ending December 31, 2027. Chairwoman McEvoy seconded.

Teri Dickinson	Chairperson	2021-2025
Clare Small-McEvoy	Vice Chair	2024-2028
Fred Weiss	Member	2022-2026
Joyce Madding	Member	2022-2026
<i>Vacant</i>	<i>Member</i>	<i>2023-2027</i>
Stephanie Scotton	Member	2021-2025
Jennifer Wright	Member	2025-2029

VOTE: 5-0.

- c. Resignation of Jennifer Wright from Park and Recreation Committee

PROPOSED MOTION: Supervisor Wright made a motion to accept the resignation of Jennifer Wright from the Park and Recreation Committee for the term ending December 31, 2029. Vice Chairman Domboski seconded

Teri Dickinson	Chairperson	2021-2025
Clare Small-McEvoy	Vice Chair	2024-2028
Fred Weiss	Member	2022-2026
Joyce Madding	Member	2022-2026
Vacant	Member	2023-2027
Stephanie Scotton	Member	2021-2025
<i>Vacant</i>	<i>Member</i>	<i>2025-2029</i>

VOTE: 5-0.

G. OLD BUSINESS: None

H. NEW BUSINESS: Supervisor Wright discussed traffic issues that are being worked on by the police.

I. PUBLIC PARTICIPATION:

Kevin Di Girolamo, township resident, requested that commission meetings be placed on YouTube and commented on the manager salary.

There was a board discussion on digital participation.

Philip Roomet, township resident, asked various questions.

Connie McLaughlin, township resident, asked questions about Newlinville Road, businesses in Newlinville and the bag ban.

There was a board discussion.

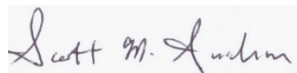
Shane Cloyd, township resident, commented on digital participation and work of the board and administration and asked various questions about the sale of the elementary school.

J. ADJOURNMENT

MOTION: Chairwoman McEvoy made a motion to adjourn the November 18, 2025, of Supervisors Meeting at 7:53 pm. Supervisor Wright seconded.

VOTE: 5-0.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Scott M. Swichar", written in dark ink on a light-colored background.

Scott Swichar,
Township Manager/Secretary