



EAST FALLOWFIELD TOWNSHIP



Board of Supervisors Reorganizational Meeting Agenda January 5, 2026 at 6:00 p.m.

1. Call to Order, Silent Meditation, and Pledge of Allegiance.
2. There was an executive session on January 5, 2026 to discuss legal matters.
3. Swearing in Katja DiRado as Township Supervisor – Judge Joseph Heffern
4. Swearing in Deborah Stoff as Township Supervisor – Judge Joseph Heffern
5. Elect Temporary Chairperson to start the meeting.

PROPOSED MOTION: I make a motion to appoint _____ as temporary Chairperson to start the January 5, 2026 Reorganizational meeting.

6. Election of Chairperson.

PROPOSED MOTION: I make a motion to appoint _____ as the 2026 Board of Supervisors Chairperson.

7. Election of Vice Chairperson.

PROPOSED MOTION: I made a motion to appoint _____ as the 2026 Board of Supervisors Vice Chairperson.

8. Appointment of Township Solicitor.

PROPOSED MOTION: I make a motion to appoint the firm of Siana Law for the 2026 year, at the rate of \$235 per hour for general municipal legal services.

9. Appointment of Township Manager.

PROPOSED MOTION: I make a motion to appoint Scott Swichar as the 2026 Township Manager.

10. Appointment of Township Treasurer.

PROPOSED MOTION: I move that the Township appoint David Hindman to serve as full-time 2026 Township Treasurer.

11. Appointment of Assistant Township Treasurer

PROPOSED MOTION: I move that the Township appoint Lisa Ionata to serve as as-needed assistant Treasurer at an hourly rate of \$50.

12. Appointment of Township Secretary and Township Right to Know Officer.

PROPOSED MOTION: I make a motion to appoint Scott Swichar as the 2026 Township Secretary and Township Right to Know Officer.

13. Appointment of Program Coordinator.

PROPOSED MOTION: I make a motion to appoint Denise Verderosa as the 2026 Program Coordinator.

14. Appointment of Part-Time Office Assistant



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PROPOSED MOTION: I make a motion to appoint Sue Sereditch as the 2026 part-time Office Assistant.

15. December 9, 2025 Board of Supervisors Meeting Minutes

PROPOSED MOTION: I make a motion to approve the December 9, 2025 Board of Supervisors meeting minutes.

16. Establish Monthly Meeting Dates and Times for the Board of Supervisors and Commissions.

PROPOSED MOTION: I make a motion to approve the Board of Supervisor's meetings at 6:30 p.m. on the 2nd and 4th Tuesday of the month, the Park and Recreation Commission meetings at 6:30 p.m. on the 1st and 3rd Tuesday of the month, the Planning Commission meetings at 6:30 p.m. on the 1st and 3rd Monday of the month, the Historical Commission meetings at 6:30 p.m. on the 1st and 3rd Wednesday of the month, the Environmental Advisory Committee (EAC) at 6:30pm on the 3rd Thursday of every month, and the Municipal Building Committee on the 4th Monday of every month at 6:30PM

17. Ratify Termination of Employment for Hector Acquino

PROPOSED MOTION: I make a motion to ratify termination of employment of part-time laborer Hector Acquino effective January 5, 2026.

18. Appointment of Public Works Department.

PROPOSED MOTION: I make a motion to appoint the following Public Works employees as presented.

Public Works Road Foreman	Justin Gathercole – \$33.90/hour
Public Works Laborer	Bill Lewis-\$30.78/hour
Public Works Laborer	Nicklous Guinta-\$30.78/hour
Public Works Laborer	John Winters- \$30.78/hour
Public Works Laborer (PT)	Jordan Thomas \$25.22//hour

19. Pay Increase for Seasonal On-Call Snow Plow Operators and Appointment of On-Call Snow Plow Operators

PROPOSED MOTION: I make a motion to approve a pay increase from \$20.00/hour for non-CDL and \$21.00/hour for CDL snow plow operators to \$25.00/hour for both CDL and non-CDL Snow Plow Operators

PROPOSED MOTION: I make a motion to appoint the following “as needed” snow plow operators as presented

Snow Plow Operator	Joe Gathercole
Snow Plow Operator	Frank Dowlin
Snow Plow Operator	Chris Corle
Snow Plow Operator	Bruce Phillips
Snow Plow Operator	Andrae Reason
Snow Plow Operator	Barry Hoxter



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20. Resignation of Emergency Management Coordinator and Fire Marshal

A. Resignation of Fire Marshal/Assistant Emergency Management Coordinator

PROPOSED MOTION: I make a motion accepting the resignation of Fire Marshal/Asst. Emergency Management Coordinator Jim Reagan.

B. Resignation of Assistant Fire Marshal and Emergency Management Coordinator

PROPOSED MOTION: I make a motion accepting the resignation of Emergency Management Coordinator/Assistant Fire Marshal, Anthony Sirna.

21. Police Department.

PROPOSED MOTION: I make a motion to appoint the following Police Officers as presented.

Police Chief	Chad Osborn-\$134,928
Sergeant/Full-Time Police Officer	Brian Simmons – \$54.04/hour
Full-Time Police Officer	Kevin Simmons – \$50.38/hour
Full-Time Police Officer	Richard McAllister –\$50.38/hour
Full-Time Police Officer	John Hewczuk –\$50.38/hour
Full-Time Police Officer	Francis J. O'Donnell – \$50.38/hour
Full-Time Police Officer	John Rappold – \$50.38/hour
Part-Time Police Officer	Sean Marasco-\$30.20/hour
Part-Time Police Officer	Andrew Schreiber-\$30.20/hour
Part-Time Police Officer	Robert Basquill- \$29.33/hour
Part-Time Police Officer	Corey Denton-\$29.33/hour
Part-Time Police Officer	James Grajewski-\$29.33/hour
Part-Time Police Officer	Briana Rivera-\$29.33/hour
Part-Time Police Officer	Desiree Rhoades-\$29.33/hour

22. Appointment of Police Secretary and Police Right to Know Officer.

PROPOSED MOTION: I make a motion to appoint Nancy Baker as the 2026 part-time Police Administrative Assistant and Police Right to Know Officer.

23. Appointment of assistant Police Secretary and assistant Police Right to Know Officer.

PROPOSED MOTION: I make a motion to appoint Christilla Walls as the 2026 assistant part-time Police Administrative Assistant and assistant Police Right to Know Officer.

24. Building Inspector/Code Officer/Zoning Officer.

PROPOSED MOTION: I make a motion to appoint Keystone Municipal Services, Inc. as the 2026 Township building inspection, code official, and zoning services.

25. 2026 Supervisor Liaison Appointments.

PROPOSED MOTION: I make a motion to appoint the following 2026 Board liaisons as presented.



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Township Office –
Police Department –
Public Works Department –
Emergency Services and Fire Marshal –
Planning Commission –
Historical Commission –
Park and Recreation –
Environmental Advisory Committee (EAC)–

2025 Liaison Appointments are below (Informational):

Township Office – Supervisor Wright
Police Department – Supervisor DiRado
Public Works Department –Chairwoman McEvoy
Emergency Services and Fire Marshal –Vice Chairman Domboski
Planning Commission – Vice Chairman Domboski
Historical Commission – Supervisor Lambert
Park and Recreation – Chairwoman McEvoy
Environmental Advisory Committee (EAC)– Supervisor DiRado

26. 2026 State Supervisor's Association Convention Voting Delegate.

PROPOSED MOTION: I make a motion to appoint ____ as the 2026 State Supervisor's Association Convention Voting Delegate, and _____ as alternate Voting Delegate.

Note: The PSATS 2026 Annual Educational Conference will be held on April 19-22, 2026

27. WCC Cog – Western Chester County Council of Government – Select Primary & Secondary Delegates.

PROPOSED MOTION: I make a motion to appoint _____ as the Primary Delegate and _____ as the Secondary Delegate of the Western Chester County Cog..

(Note: meetings are the 4th Wednesday of the month at 7:00PM)

28. Vacancy Board.

PROPOSED MOTION: I make a motion to appoint _____ as the East Fallowfield Township 2026 Vacancy Board member.

29. Law Offices of John Carnes Jr.

PROPOSED MOTION: I make a motion to appoint The Law Offices of John Carnes Jr. as the 2026 Township Zoning Solicitor, at the rate of \$150.00 per hour and approve their 2026 fee schedule (same as 2025).

30. Herbert E. MacCombie Jr. P.E.

PROPOSED MOTION: I make a motion to appoint Herbert E. MacCombie Jr. P.E. as the 2026 Township Sewer Consultant, and approve their 2026 fee schedule, as presented.



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31. Traffic Planning and Design.

PROPOSED MOTION: I make a motion to appoint Traffic Planning and Design as the 2026 Township Traffic Consultants, and approve their 2026 fee schedule, as presented.

32. Pennoni (Township Engineer)

PROPOSED MOTION: I make a motion to appoint Pennoni as the 2026 Township Engineer and approve their 2026 fee schedule as presented.

33. Resolution 2026-01 Appointing Township Auditor to Make an Examination of all Township Accounts for Fiscal year 2025.

PROPOSED MOTION: I make a motion to approve Resolution 2026-01 appointing CliftonLarsonAllen as the East Fallowfield Township auditors, replacing the elected auditors to audit the accounts of the township for the fiscal year of 2025.

34. Fee Schedule Resolution 2026-02.

PROPOSED MOTION: I make a motion to approve Resolution 2026-02 approving the Township Fee Schedule.

35. Agricultural Security Commission.

Appointment of 2026 Chairperson (Board of Supervisor Member).

PROPOSED MOTION: I make a motion to appoint _____ (Board of Supervisor Member) as the 2026 Chairperson of the Agricultural Security Commission.

Appointment of Resident (2-year term)

PROPOSED MOTION: I make a motion to appoint Joe Heffern (Resident) to the Agricultural Security Commission to the 2-year term ending December 31, 2027.

Vacant- (Board of Supervisors Member) - Chairperson for 2026

Joe Heffern– Resident 2024 to 2025 (2-year term)

Arthur DeLeo – Farmer 2022 to 2026 (5-year term)

Clarence Rhoades III – Farmer 2024 to 2026 (3-year term)

Jillian Federoff – Farmer 2024 to 2027 (4-year term)

36. Zoning Hearing Board.

A. Resolution to Appoint Kathleen Moffitt as a Zoning Hearing Board member for the term ending December 31, 2028.

PROPOSED MOTION: I make a motion to adopt Resolution 2026-03 reappointing Kathleen Moffitt as a Zoning Hearing Board member for the term ending December 31, 2028.



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Kathleen Moffitt – Member 2023 to 2025

Ellis Weiss - Member 2024 to 2026

Jason Hewson – Member 2025-2027

B. Advertise for Vacancies for Alternate Zoning Hearing Board Members

PROPOSED MOTION: I make a motion authorizing the township manager to advertise for at least one, but no more than 3 alternate members of the Zoning Hearing Board and return the applications to the Board of Supervisors for consideration.

37. Planning Commission.

PROPOSED MOTION: I make a motion to reappoint Ray Smith to the Planning Commission for the term ending December 31, 2029.

PROPOSED MOTION: I make a motion to reappoint Guido Guintini to the Planning Commission for the term ending December 31, 2029.

PROPOSED MOTION: I make a motion to reappoint Sue Monaghan to the Planning Commission for the term ending December 31, 2029.

<i>Ray Smith</i>	<i>Chairperson</i>	<i>2022 to 2025</i>
<i>Guido Guintini</i>	<i>Vice Chairperson</i>	<i>2022 to 2025</i>
Deborah Stoff	Member	2024 to 2027
Joseph Heffern	Member	2023 to 2026
Charles Reed	Member	2023 to 2026
<i>Sue Monaghan</i>	<i>Member</i>	<i>2022 to 2025</i>
Jerry Dickinson	Member	2024 to 2027
Vacant	Alternate member	2024 to 2027

38. Park and Recreation Committee.

PROPOSED MOTION: I make a motion to reappoint Teri Dickinson to the Park and Recreation Committee for the term ending December 31, 2030.

PROPOSED MOTION: I make a motion to reappoint Stephanie Scotton to the Park and Recreation Committee for the term ending December 31, 2030.

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



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39. Historical Commission.

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
Pam Jaccard	Member	2024 to 2028	5 year term

40. Environmental Advisory Committee (EAC)

PROPOSED MOTION: I make a motion to appoint the following members to the Environmental Advisory Committee (EAC) with the term ending 12/31/2026 (11 members total).

Lauri Hyers	Member 2026 to 2026	1-year term
John Nielsen	Member 2026 to 2026	1-year term
Teri Dickinson	Member 2026 to 2026	1-year term
Amy Troop	Member 2026 to 2026	1-year term
Tanner Burns	Member 2026 to 2026	1-year term
Jeanne Berlin	Member 2026 to 2026	1-year term
Charles Reed	Member 2026 to 2026	1-year term
Paul Brenner	Member 2026 to 2026	1-year term
Roger Mustalish	Member 2026 to 2026	1-year term
Robert Diest	Member 2026 to 2026	1-year term
Katja DiRado	Alternate Member	1-year term

41. Municipal Building Committee

a. Reappointment of Municipal Building Committee Members

PROPOSED MOTION: I make a motion to reappoint Wilson Lambert, Katja DiRado, John Ionata, Jerry Dickinson, and Chuck Argue to the Municipal Building Committee with the term ending 12/31/2026. (7 members maximum)

<i>Vacant</i>	<i>Member 2026 to 2026</i>	<i>1-year term</i>
Wilson Lambert	Member 2026 to 2026	1 year-term
Katja DiRado	Member 2026 to 2026	1 year-term
<i>Vacant</i>	<i>Member 2026 to 2026</i>	<i>1 year-term</i>
John Ionata	Member 2026 to 2026	1 year term
Jerry Dickinson	Member 2026 to 2026	1 year-term
Chuck Argue	Member 2026 to 2026	1 year-term
Scott Swichar	Advisor	



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b. Appointments to the Municipal Building Committee (2 vacancies)

Note: Applications Received from: Eric Shane Cloyd, Deborah Stoff, Joe McCormick, Clare Small-McEvoy, and Tara Schlichtig

PROPOSED MOTION: I make a motion to appoint _____ to the Municipal Building Committee with the term ending 12/31/2026.

PROPOSED MOTION: I make a motion to appoint _____ to the Municipal Building Committee with the term ending 12/31/2026.

42. United Construction Code Township Representative and Alternate.

PROPOSED MOTION: I make a motion to appoint Joe McCormick as the Township Uniform Construction Code (UCC) representative.

43. Elected Auditors.

The Township Board of Auditors shall hold an organization meeting on Tuesday, January 6, 2026 at 6:00 p.m. at the Township building.

Eric Shane Cloyd	2026 to 2029	4 year unexpired term
Sharon Scott	2022 to 2027	Full Term
James McEvoy	2026 to 2031	6 year term

44. Tax Collector 4-year term

David Harkins 2026-2029 4-year term

45. Constable 6 year term

Tammy Marie Corlessa 2022 to 2027 6 year term

46. Designated Banks.

PROPOSED MOTION: I make a motion recognizing Fulton Bank, PLGIT and Meridian Bank as the Township designated banks.

47. Payment Authorizations.

PROPOSED MOTION: I make a motion to approve the Payment Authorizations for the period of December 10, 2025 through January 5, 2026 in the total amount of \$ _____ as presented.



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48. 2026 Bidding Thresholds (Informational)

- Contracts or purchases under \$13,200 require no formal bidding or price quotations.
- Contracts or purchases between \$13,200 and \$24,500 require three written/telephonic price quotes.
- Contracts or purchases **greater than \$24,500** require formal bidding and public notice.

49. Requests to Waive the 2026 Trash Fees

A. Request to Waive 2026 Trash Fee for 198 Glenrose Avenue (Dianne Grant)

PROPOSED MOTION: I make a motion approving a waiver of the 2026 trash fee for 198 Glenrose Avenue UPI 47-7-79

B. Request to Waive 2026 Trash Fee for 42 Rokeby Road (David Chenger)

PROPOSED MOTION: I make a motion approving a waiver of the 2026 trash fee for 42 Rokeby Road UPI 47-7-166.1

C. Request to Waive 2026 Trash Fee for 6 Park Avenue (Jill Beach)

PROPOSED MOTION: I make a motion approving a waiver of the 2026 trash fee for 6 Park Avenue UPI 47-7-9.1.

D. Old Business

E. New Business

F. Public Participation (20 minutes).

G. Adjournment.

PROPOSED MOTION: I make a motion to adjourn the January 5, 2026 Reorganizational Meeting at ____ PM.