



EAST FALLOWFIELD TOWNSHIP



Board of Supervisors Meeting Agenda February 24, 2026 at 6:30 PM

1. Call to order, silent meditation and pledge of allegiance.
2. There was an executive session on February 24, 2026 to discuss legal matters.

3. APPROVAL OF MINUTES

- a. January 27, 2026 Board of Supervisors Meeting Minutes.

PROPOSED MOTION: I make a motion to approve the January 27, 2026 Board of Supervisors meeting minutes as presented.

4. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

- a. January Westwood Fire Company Fire Chief's Report submitted for Board and resident review.
- b. January Westwood Fire Company EMS Report submitted for Board and resident review.
- c. January Modena Fire Company Fire Chief's Report submitted for Board and resident review.
- d. January Modena Fire Company Fire Chief's Report – East Fallowfield Calls Only submitted for Board and resident review.
- e. January Modena Fire Company EMS Report submitted for Board and resident review.
- f. Motion to recommend appointment of Emergency Management Coordinator (EMC).

PROPOSED MOTION: I make a motion to recommend the appointment of Bill Lewis to the position of Emergency Management Coordinator for East Fallowfield Township.

5. TREASURER'S REPORT

- a. January 31, 2026 Treasurer's Report.

PROPOSED MOTION: I make a motion to approve the January 31, 2025 Treasurer's Report as presented.

- b. Payment Authorizations.

PROPOSED MOTION: I make a motion to approve the Payment Authorizations for the period of January 28, 2026 through February 24, 2026 in the total amount of \$____ as presented.

- c. Certification of the Township's Workplace Safety Committee and 5% discount on the Township's Worker's Compensation Policy (Informational)\
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- d. Audit Reports for East Fallowfield Township Non-Uniformed and Police Pension Plans (Informational).

6. MANAGER'S REPORT

- a. Model Holding Tank Ordinance and On lot Sewage Management Program Ordinance



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PROPOSED MOTION: I authorize the Township Solicitor and sewer engineer to prepare a draft model holding tank ordinance and onlot sewage management program ordinance consistent with the Township's Act 537 Sewage Facilities Plan.

- b. Sale of Surplus Property-2007 Honda CR-V (VIN# 5J6RE48387L001480)

PROPOSED MOTION: I make a motion to approve Resolution No. 2026-04 authorizing the sale of surplus property as presented.

- c. Lease Agreement for Photocopiers

PROPOSED MOTION: I make a motion to authorize the Township Manager to sign a 60-month lease agreement with Rothwell Document Solutions under the Pennsylvania Co-Stars program for copier systems at \$250/month.

- d. Approve Low Bids for Unleaded Gasoline and 2% Bio Diesel

PROPOSED MOTION: I make a motion approving the township's participation in the 2026 Chester County Intermediate Unit's joint bid for fuel and retroactively approving the low bid from Petroleum Traders for unleaded gasoline at \$1.99/gallon (firm pricing) and the low bid from Guttman Oil for 2% bio diesel at \$2.43/gallon (firm pricing).

Note 2025 Pricing is as follows: \$2.31/gallon from Petroleum Traders for unleaded gasoline and low bid for 2% bio diesel at \$2.60/gallon from Petroleum Traders (Informational).

- e. Authorization to Hire Intern for Record Retention Project

PROPOSED MOTION: I make a motion to authorize the Township Manager to hire a student intern, at a rate of \$15.00 per hour to assist with the Township's record retention project in partnership with the West Chester University Department of Political Science, with employment to be on a part-time, temporary basis.

- f. Resolution for DCED Greenways, Trails and Recreation Program Grant

PROPOSED MOTION: I make a motion approving the submission of Resolution 2026-____ authorizing the submission of a grant application to DCED's Greenways, Trails, and Recreation Program in the amount of \$250,000 for upgrades to the township's community park and authorizing the Township Manager to execute all documents.

- g. New Business

7. LEGAL

- a. Proposed Ordinance No. 2026-01 Establishing Volunteer Service Credits Pursuant to Act 172 of 2016

PROPOSED MOTION: I make a motion adopting Ordinance 2026-01 establishing a volunteer service credit program for volunteer fire companies and nonprofit emergency medical services pursuant to Act 172 of 2016.



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- b. Approval of Subdivision for 54 Rokeby Road (UPI 47-8-7 and 47-9-7.2)

PROPOSED MOTION: I move that the Township approve the subdivision plans for 54 Rokeby Road contingent upon the applicant addressing all of the Engineer's comments, per the form of the decision presented by the Township Solicitor.

- c. Proposed Ordinance No. 2026-02 Repealing Ordinance No. 2024-01 Which Prohibits the Use of Single-Use Carry-Out Plastic Bags by Commercial Establishments

PROPOSED MOTION: I make a motion to adopt Ordinance No. 2026-02, repealing Ordinance No. 2024-01 (single use plastics ban).

- d. Police Collective Bargaining Agreement 2025-2027.

PROPOSED MOTION: I make a motion to approve the 2025-2027 Police Collective Bargaining Agreement as presented.

- e. Grant Agreement with Chester County Conservation District for Stream Crossing at Mortonville Road

PROPOSED MOTION: I make a motion approving a grant agreement with Chester County Conservation District for the bridge reconstruction/stream crossing project at Mortonville Road.

- f. Zoning Hearing Board application (Special Exception) received for 20 Wilmington Road (Informational)

- g. New Business

8. PLANNING COMMISSION

- a. No report submitted.
- b. Resignation of Planning Commission Member Joe Heffern

PROPOSED MOTION: I make a motion to accept the resignation of Planning Commission Member Joe Heffern.

Ray Smith	Chairperson	2026 to 2029
Guido Guintini	Vice Chairperson	2026 to 2029
Deborah Stoff	Member	2024 to 2027
Joseph Heffern	Member	2023 to 2026
Charles Reed	Member	2023 to 2026
Sue Monaghan	Member	2026 to 2029
Jerry Dickinson	Member	2024 to 2027
Vacant	Alternate member	2024 to 2027

9. POLICE DEPARTMENT

- a. January Police Report submitted for Board and resident review



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10. PUBLIC WORKS DEPARTMENT

- a. January Road Department Report submitted for Board and resident review.
- b. Purchase of 2026 Ford F-F250 Crew Cab

PROPOSED MOTION: I make a motion approving the purchase of a 2026 F-250 Crew Cab from New Holland Auto in the amount of \$68,548 under the PA Costars program from the Township's Capital Fund.

11. PARK AND RECREATION

- a. Park and Recreation Report Submitted
- b. Purchase of Bench

PROPOSED MOTION: I make a motion approving the purchase of a bench to be placed at the community park in the amount of \$899.00 from the Township's Park and Recreation Fund.

12. HISTORICAL COMMISSION

- a. No Report Submitted.

13. ENVIRONMENTAL ADVISORY COMMITTEE (EAC)

14. OLD BUSINESS

15. NEW BUSINESS

16. PUBLIC PARTICIPATION - 20 minutes

17. ADJOURNMENT

The agenda is finalized 24 hours before the regular meeting.