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EAST FALLOWFIELD TOWNSHIP



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

1. Call to order, silent meditation and pledge of allegiance.

2. APPROVAL OF MINUTES

a. February 24, 2026 Board of Supervisors Meeting Minutes.

PROPOSED MOTION: I make a motion to approve the February 24, 2026 Board of Supervisors meeting minutes as presented.

3. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

a. February Westwood Fire Company Fire Chief's Report submitted for Board and resident review.

b. February Westwood Fire Company EMS Report submitted for Board and resident review.

c. February Modena Fire Company Fire Chief's Report submitted for Board and resident review.

d. February Modena Fire Company Fire Chief's Report – East Fallowfield Calls Only submitted for Board and resident review.

e. February Modena Fire Company EMS Report submitted for Board and resident review.

f. Westwood Fire Company – Request for Capital Funding for New Ambulance

PROPOSED MOTION: I make a motion approving a capital improvement payment of \$87,032 to Westwood Fire Company for the Braun Chief XL Ambulance from the Township's Fire/EMS fund.

4. PRESENTATION: POLICE OFFICER OF THE YEAR

5. TREASURER'S REPORT

a. February 28, 2026 Treasurer's Report.

PROPOSED MOTION: I make a motion to approve the February 28, 2026 Treasurer's Report as presented.

b. Payment Authorizations.

PROPOSED MOTION: I make a motion to approve the Payment Authorizations for the period of February 25, 2026 through March 24, 2026 in the total amount of \$____ as presented.

c. Approval of New Harbor Freight Commercial Account

PROPOSED MOTION: I make a motion to approve the establishment of a Harbor Freight Commercial Account for East Fallowfield Township.

6. MANAGER'S REPORT

a. 2026 Road Paving Project



EAST FALLOWFIELD TOWNSHIP



Board of Supervisors Meeting Agenda

March 24, 2026 at 6:30 PM

PROPOSED MOTION: I move that the Township authorize the advertisement to request bids for the 2026 road paving project to resurface _____ roads.

- b. Collective Bargaining Agreement with Teamsters for 2026-2028.

PROPOSED MOTION: I make a motion to approve the 2026-2028 Collective Bargaining Agreement between the Teamsters and East Fallowfield Township as presented.

- c. Request to Waive 2025 Trash Fee for 99 S. Brandywine Avenue

PROPOSED MOTION: I make a motion approving/denying a waiver of the 2026 trash fee for 99. S. Brandywine Avenue

- d. Proposal from CompNet, Inc. to Transition to a Cloud-Based Server

PROPOSED MOTION: I make a motion approving the labor proposal from CompNet Inc. in the amount of \$3,960 to transition the Township's data from a local server to Microsoft cloud storage.

- e. Increase Cyber Liability Insurance Coverage

PROPOSED MOTION: I make a motion authorizing the Township Manager to increase the Township's Cyber Liability Insurance Coverage from PIRMA from \$250,000 to \$1 million at an additional cost of \$474/year.

- f. Grant Application to Chester County Preservation Partnership Program

PROPOSED MOTION: I make a motion to approve Resolution No. 2026-06, authorizing the submission of a grant application to the Chester County Preservation Partnership Program in the amount of \$250,000 for park improvements.

- g. Agreement with T.P.D for Utility Relocation work to Repair Drainage Pipe on Saw Mill Road

PROPOSED MOTION: I make a motion to approve a supplemental agreement with Traffic, Planning, and Design, Inc. for construction management and construction observation services at a cost of \$ _____ for the Saw Mill Road culvert replacement project.

- h. 2026 PIRMA Loss Control Grant Award of \$5,000 Received for New Automated External Defibrillator (AED) Devices (Informational)

- i. Appointments to the Municipal Building Committee (2 vacancies)

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

Vacant

Wilson Lambert
Katja DiRado

Vacant

John Ionata
Jerry Dickinson
Chuck Argue
Scott Swichar

Member 2026 to 2026

Member 2026 to 2026
Member 2026 to 2026
Member 2026 to 2026

Member 2026 to 2026
Member 2026 to 2026
Member 2026 to 2026
Advisor

1-year term

1 year-term
1 year-term
1 year-term

1 year term
1 year-term
1 year-term



EAST FALLOWFIELD TOWNSHIP



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

j. Township's Volunteer Appreciation Brunch on March 28 (Informational)

k. New Business

7. LEGAL

a. Tax Lien Exoneration Request from Chester County Tax Claim Bureau – Parcel 4704-0002950T

PROPOSED MOTION: I make a motion to approve the exoneration of an uncollectable real estate property tax lien for tax parcel number 4704-0002950T as requested by the Chester County Tax Claim Bureau.

b. Approval of Subdivision for 1855 Goosetown Road, UPI 47-6-5

PROPOSED MOTION: I move that the Township approve the subdivision plans for 1855 Goosetown Road contingent upon the applicant addressing all of the Engineer's comments, per the form of the decision presented by the Township Solicitor.

c. Waiver of Liability/Hold Harmless Agreement for Broken Sewer Pipe Repair at 1513 West Chester Road (Sandra Simmons)

PROPOSED MOTION: I make a motion approving the waiver of liability/hold harmless agreement between East Fallowfield Township and Sandra Simmons for 1513 West Chester Road.

8. PARK AND RECREATION BOARD

a. Agreement with Showstoppers for 2026 Summer Concert Series

PROPOSED MOTION: I make a motion to authorize the township manager to sign an agreement with Showstoppers, Unlimited for a summer concert series at a cost of \$7,550 from the Township's park and recreation fund.

b. Report Submitted

9. PLANNING COMMISSION

a. Report Submitted

10. POLICE DEPARTMENT

a. February Police Report submitted for Board and resident review.

b. Purchase of New Automated External Defibrillator (AED) Devices

PROPOSED MOTION: I make a motion approving a proposal from V.E Ralph & Sons to purchase 4 AED devices in the amount of \$4,4774.00 under the PA Costars program from the Township's Capital Fund.

c. Purchase of Extended Warranty for 2026 Ford Interceptor from Flood Ford



EAST FALLOWFIELD TOWNSHIP



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

PROPOSED MOTION: I make a motion approving the purchase of a 7-year 100,000 mile Premium Care Extended Service Plan from Flood Ford at a cost of \$1,965.

11. PUBLIC WORKS DEPARTMENT

- a. February Road Department Report submitted for Board and resident review.
- b. Purchase of New Garage Door and Installation

PROPOSED MOTION: I make a motion to approve a proposal from Smoker Door Sales in the amount of \$7,210.00 for the replacement and installation of a new garage door and related hardware, to be funded by the Township's Capital Fund.

12. HISTORICAL COMMISSION

- a. Report Submitted.

13. OLD BUSINESS

14. NEW BUSINESS

15. PUBLIC PARTICIPATION - 20 minutes

16. ADJOURNMENT

The agenda is finalized 24 hours before the regular meeting.

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING
February 24, 2026 **UNApproved Minutes**
6:30 p.m.

Members Present

Mike Domboski, Chairman
Al Wright, Vice Chairman
Wilson Lambert, Member
Katja DiRado, Member
Deborah Stoff, 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

Chairman Domboski called the meeting to order at 6:30 PM.

Chairman Domboski stated there was an executive session on February 24, 2026 to discuss legal matters.

2. DISCUSSION

A. APPROVAL OF MINUTES

JANUARY 27, 2026 BOARD OF SUPERVISORS MEETING MINUTES

MOTION: Vice Chairman Wright made a motion to approve the January 27, 2026 Board of Supervisors meeting minutes as presented. Supervisor DiRado seconded.

VOTE: 5-0.

B. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

- 1) January Westwood Fire Company Fire Chief's Report submitted for Board and resident review.
- 2) January Westwood Fire Company EMS Report submitted for Board and resident review.
- 3) January Modena Fire Company Fire Chief's Report submitted for Board and resident review.
- 4) January Modena Fire Company Fire Chief's Report – East Fallowfield Calls Only submitted for Board and resident review.
- 5) Motion to recommend appointment of Emergency Management Coordinator (EMC).

MOTION: Supervisor DiRado made a motion to recommend the appointment of Bill Lewis to the position of Emergency Management Coordinator for East Fallowfield Township. Vice Chairman Wright seconded.

Chairman Domboski asked Mike McWilliams, Chief of Westwood, if he is comfortable working with Bill Lewis.

Township Manager Swichar stated as a next step, the Township would submit the paperwork to the Chester County Department of Emergency Services and the governor would make the final decision on whether to appoint Bill Lewis.

VOTE: 5-0.

3. TREASURER'S REPORT

1) January 31, 2026 Treasurer's Report.

MOTION: Supervisor DiRado made a motion to approve the January 31, 2026 Treasurer's Report as presented. Vice Chairman Wright seconded.

VOTE: 5-0.

2) Payment Authorizations.

MOTION: Chairman Domboski made a motion to approve the Payment Authorizations for the period of January 28, 2026 through February 24, 2026 in the total amount of \$454,384.51 as presented. Vice Chairman Wright seconded.

Vice Chairman Wright questioned if the payments are higher than normal.

Treasurer Hindman stated that \$120,000 went toward quarterly Fire/EMS payments and there is a \$45,000 payment for a police vehicle.

VOTE: 5-0.

3) Certification of the Township's Workplace Safety Committee and 5% discount on the Township's Worker's Compensation Policy (Informational).

Treasurer Hindman stated that the Township was approved for a workers' compensation safety committee which amounted to a \$4,390 discount on the Township's workers' compensation policy.

Vice Chairman Wright questioned how long the discount will apply.

Manager Swichar stated that as long as the Township continues with the safety committee, they will reapply every year.

4) Audit Reports for East Fallowfield Township Non-Uniformed and Police Pension Plans (Informational).

Treasurer Hindman stated that the state audited the pension for years 2020-2025. The Township is working with PMRS to make adjustments as needed.

4. TOWNSHIP MANAGER'S REPORT

1) Model Holding Tank Ordinance and Onlot Sewage Management Program Ordinance

Township Manager Swichar thanked the road crew for their snow plowing efforts during the winter season.

Dave Porter, township sewer engineer, from Herbert MacCombie, discussed Hydraterra, a software program used to manage a septic management program. He stated that the Act 537 Plan was approved in April 2025. He stated that as part of the plan, DEP requires a septic management program. The draft model ordinance for holding tanks and septic management was included in the draft Act 537 plan. The Township's Planning Commission reviewed the model ordinances and made some recommendations related to scope of septic management program to lessen impact on residents. DEP will require that operation and management of all onlot systems to have maintenance performed every three years. As part of the septic management program, the Township would need to send notice to the residents to educate them on the program. Reports from a licensed pumper and hauler need to be documented by the Township. The licensed pumper and hauler would need to complete a checklist which is uploaded to a database.

Kristin and Joe Boldaz, from Hydraterra, gave a presentation on their software program.

There was a board discussion.

Solicitor Crotty stated that he will aim to have a draft ordinance ready for the March meeting.

Shane Cloyd, township resident, asked questions about the proposed ordinance.

Philip Roomet, township resident, commented on Terra Tracker.

Connie McLaughlin, township resident, commented on the proposed software.

MOTION: Chairman Domboski authorized 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. Vice Chairman Wright seconded.

VOTE: 5-0.

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

Township Manager Swichar stated there is a proposed resolution in the board's packet allowing the Township to sell a surplus vehicle on GovDeals.

MOTION: Supervisor DiRado made a motion to approve Resolution No. 2026-04 authorizing the sale of surplus property as presented. Vice Chairman Wright seconded.

VOTE: 5-0.

3) Lease Agreement for Photocopiers

Township Manager Swichar stated the Township's lease agreement for photocopiers has expired. Township has received co-stars pricing from Rothwell Document Solutions to replace the copier machines at the police station and administrative building. The proposed agreement will save the Township approximately \$30 a month or \$1,810 over the lease term versus the current agreement.

MOTION: Vice Chairman Wright made 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. Supervisor DiRado seconded.

VOTE: 5-0.

4) Approve Low Bids for Unleaded Gasoline and 2% Bio Diesel

Township Manager Swichar stated that the Township participates in a consortium with other municipalities to save money on gasoline and diesel.

MOTION: Chairman Domboski made 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). Supervisor DiRado seconded.

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).

VOTE: 5-0.

5) Authorization to Hire Intern for Record Retention Project

Township Manager Swichar stated that the Township is looking to hire an intern for a record retention project. The intern would work 8 hours a week and dispose of records in accordance with the Pennsylvania Records Manual.

MOTION: Vice Chairman Wright made 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. Chairman Domboski seconded.

Solicitor Crotty stated that the Pennsylvania Historical and Museum Commission implements the state's records management program and the document references which documents can be disposed of.

VOTE: 5-0.

6) Resolution for DCED Greenways, Trails and Recreation Program Grant

Township Manager Swichar stated that the grant application was submitted last year but was not approved. The project cost is \$500,000 for park expansion project. DCNR has already approved a \$250,000 grant. This grant could get the Township closer to the finish line.

MOTION: Chairman Domboski made a motion approving the submission of Resolution 2026-05 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. Vice Chairman Wright seconded.

VOTE: 5-0.

7) New Business

5. LEGAL

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

Solicitor Crotty stated that the goal of the volunteer service credits through Act 172 is to promote volunteerism among active fire/EMS personnel. The ordinance would provide an EIT break of up to \$1,000 for active volunteers that meet a point system. The ordinance would also provide a real estate tax break. The metrics for defining volunteer service credits are defined by the county and used by the fire departments.

MOTION: Vice Chairman Wright made 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. Supervisor DiRado seconded.

VOTE: 5-0.

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

Solicitor Crotty stated that the applicant has before the Planning Commission and the Township engineer has provided a review letter. There are two lots. One is a flag lot. The applicant is changing lot lines between the two existing lots and one lot will have home on it. The Township has a standard letter of decision that the applicant will comply with all engineering and planning commission comments.

MOTION: Vice Chairman Wright moved 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. Chairman Domboski seconded.

VOTE: 5-0.

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

Solicitor Crotty stated that the ordinance would repeal Ordinance 2024-01 which is the single use plastics ordinance that was adopted in 2024.

MOTION: Chairman Domboski made a motion to adopt Ordinance No. 2026-02, repealing Ordinance No. 2024-01 (single use plastics ban). Vice Chairman Wright seconded.

AMENDED MOTION: Supervisor DiRado made a motion to amend the ordinance to reinstate the bag ban with the exception of the establishments of Triple Fresh and 7T's up until the time of change of ownership and the ban to apply to new businesses and owners. Vice Chairman Wright seconded.

VOTE ON AMENDED MOTION: Failed 2-3 Chairman Domboski voted nay, Vice Chairman Wright voted nay, Supervisor Stoff voted nay.

There was a board discussion.

MOTION TO TABLE: Supervisor Lambert moved to table the motion. Supervisor DiRado seconded.

Mike Petro, township resident, discussed the proposed ordinance.

VOTE TO TABLE: Failed 2-3, Chairman Domboski voted nay, Vice Chairman Wright voted nay, Supervisor Stoff voted nay.

VOTE ON ORIGINAL MOTION: Passed 3-2. Supervisor Lambert voted nay. Supervisor DiRado voted nay.

- 4) Police Collective Bargaining Agreement 2025-2027.

Solicitor Crotty stated that all terms were already approved through a memorandum of agreement that was approved last June. The memorandum of agreement just blends those terms into an agreement.

MOTION: Vice Chairman Wright made a motion to approve the 2025-2027 Police Collective Bargaining Agreement as presented. Chairman Domboski seconded.

Vice Chairman Wright stated that the process took a long time for everyone's concern.

VOTE: 5-0.

- 5) Grant Agreement with Chester County Conservation District for Stream Crossing at Mortonville Road

MOTION: Vice Chairman Wright made a motion approving a grant agreement with Chester County Conservation District for the bridge reconstruction/stream crossing project at Mortonville Road. Supervisor Lambert seconded.

VOTE: 5-0.

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

Solicitor Crotty stated that the board has the option to take a position on the matter. The applicant is requesting special exception relief to operate a bed and breakfast. The applicant must prove to the zoning hearing board that they meet the objective criteria of the ordinance.

Vice Chairman Wright questioned if there was a rental ordinance would it apply to this matter.

Solicitor Crotty stated no since the property would be owner occupied.

- 7) New Business

6. PLANNING COMMISSION

- 1) No Planning Commission Report Submitted.
- 2) Resignation of Planning Commission Member Joe Heffern

MOTION: Chairman Domboski made a motion to accept the resignation of Planning Commission Member Joe Heffern. Supervisor DiRado seconded.

VOTE: 5-0.

Ray Smith	Chairperson	2026 to 2029
Guido Guintini	Vice Chairperson	2026 to 2029
Deborah Stoff	Member	2024 to 2027
VACANT	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

VOTE: 5-0.

7. POLICE DEPARTMENT

- 1) January Police Report Submitted for Board and Resident Review.

8. PUBLIC WORKS DEPARTMENT

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

MOTION: Vice Chairman Wright made 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. Supervisor Lambert seconded.

Township Manager Swichar stated the Township would like to replace a 20 year old pickup truck. The plow package is part of the quote.

VOTE: 5-0.

9. PARK AND RECREATION

- 1) Report Submitted.
- 2) Purchase of Bench

MOTION: Vice Chairman Wright made 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. Chairman Domboski seconded.

Vice Chairman Wright asked questions about the bench.

VOTE: 5-0.

10. HISTORICAL COMMISSION

- 1) No Report Submitted.
- 2) Connie McLaughlin, from the historical commission, provided an overview of the last meeting.

11. ENVIRONMENTAL ADVISORY COMMITTEE (EAC)

- 1) No Report Submitted

12. OLD BUSINESS:

Supervisor DiRado questioned if the board will get a report from the Planning Commission.

13. NEW BUSINESS:

14. PUBLIC PARTICIPATION - 20 minutes

Mike Petro, township resident, asked a question about the zoning application.

Philip Roomet, township resident, discussed the plastics ordinance.

Dennis Wishneski, township resident, discussed his code enforcement complaint.

Mike McWilliams, township fire marshal, discussed the code enforcement complaint.

Solicitor Crotty stated that the area is not a private or public road. It is an easement area from the public road to the property. Mr. Crotty stated there are civil actions that Mr. Wishneski can undertake against his neighbor if he chooses.

Shane Cloyd, township resident, discussed live streaming, the legal budget, and the municipal building committee.

Connie McLaughlin, township resident, discussed the Township website.

Barry DiLibero, township resident, discussed the trash fee waiver.

John Sly, President of Westwood Fire Company, discussed a capital request to the Township.

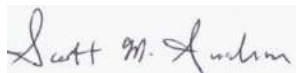
Chris O'Brien, township resident, discussed a complaint about snow.

15. ADJOURNMENT

MOTION: Chairman Domboski made a motion to adjourn the February 24, 2026 Board of Supervisors Meeting at 8:53PM. Vice Chairman Wright seconded.

VOTE: 5-0.

Respectfully Submitted,

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

Scott Swichar,
Township Manager/Secretary

WESTWOOD FIRE COMPANY

EMS Report – February 2026
East Fallowfield Township

49 Total Responses, East Fallowfield Township

43 Responses; Westwood Division

6 Responses; Wagontown Division

Call Types – East Fallowfield Township

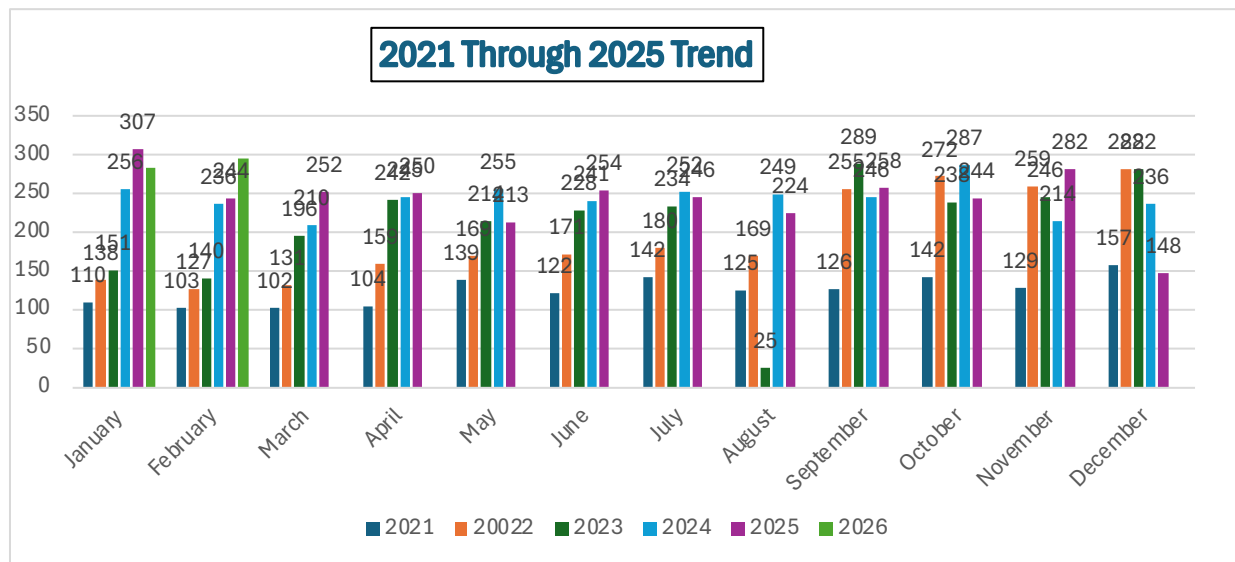
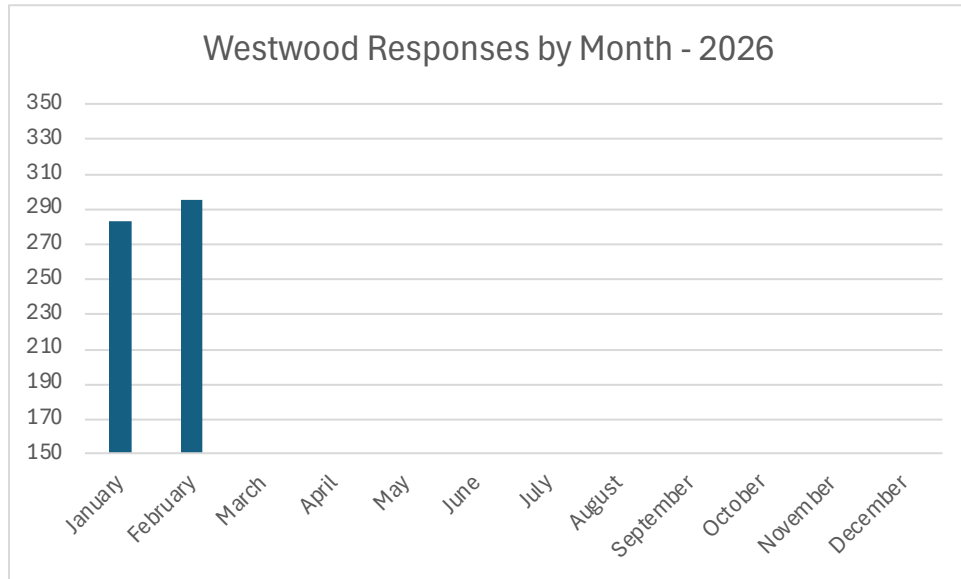
Medical	41
Fall	1
Overdose	3
Injured Person	2
Fire Standby	2

Westwood EMS Total Calls in January: 295

John Sly – Director of EMS

Westwood EMS – 2026

Westwood Division





Westwood Fire Company

Fire Chief's Report

February, 2026



Total Calls For February

49

Total Calls For February – East Fallowfield Township

9

Call Types – East Fallowfield Township

Assist EMS	4
House Fire	1
Appliance Fire	1
Residential Rescue	1
Fire Alarm	2

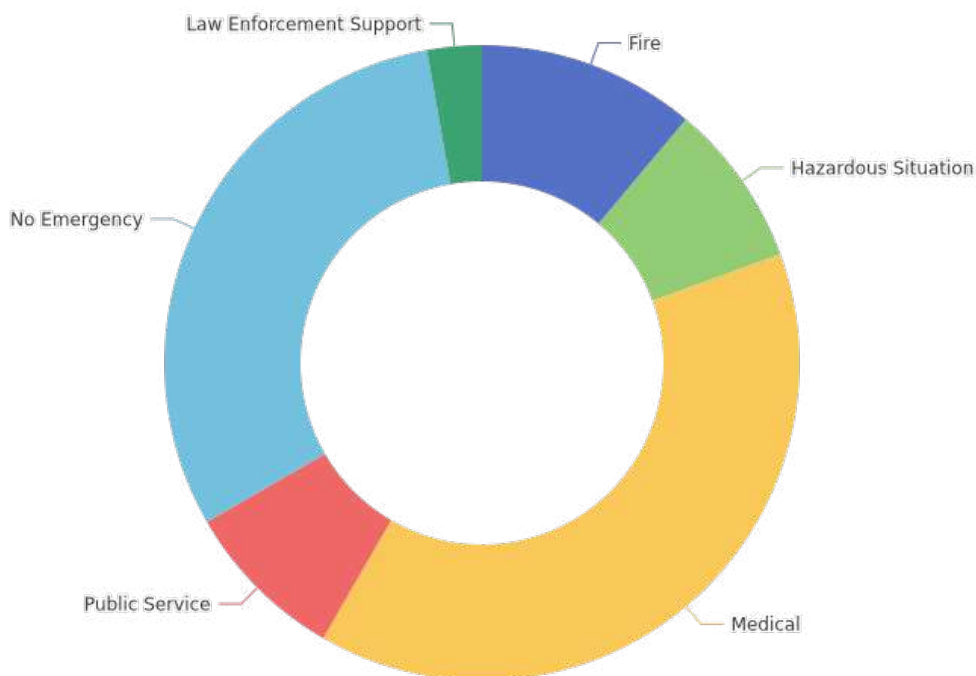
Total Time in Service: 14 *hours*, 49 *minutes*

Total Manpower: 120 (*average 4 per call*)

Michael McWilliams – Fire Chief



FDR-IR: Incident Count by Primary Incident Type



PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE	COUNT	PERCENT OF TOTAL
Fire	4	11.11%
Fire - Outside Fire - Dumpster / Other Outdoor Container Fire	1	2.78%
Fire - Structure Fire - Structural Involvement	1	2.78%
Fire - Structure Fire - Room and Contents Fire	1	2.78%
Fire - Transportation Fire - Vehicle Fire - Passenger	1	2.78%
Hazardous Situation	3	8.33%

FDR-IR: Incident Count by Primary Incident Type

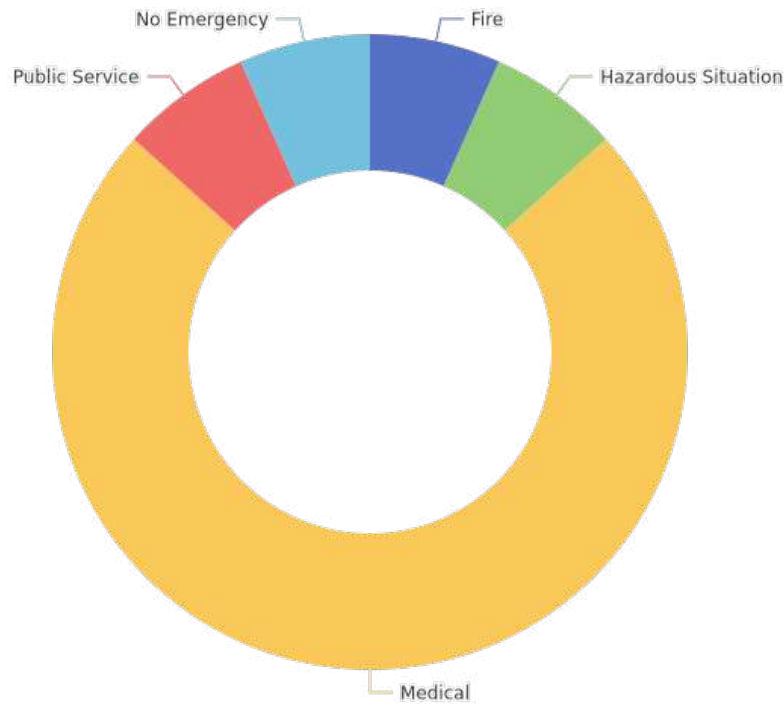
Modena PC PA
Address: 5 N Brandywine Ave, Coatesville, PA 19320



PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE	COUNT	PERCENT OF TOTAL
Hazardous Situation - Hazard Non-Chemical - Electrical Power Line Down / Arching / Malfunction	1	2.78%
Hazardous Situation - Hazard Non-Chemical - Motor Vehicle Collision	2	5.56%
Medical	14	38.89%
Medical - Illness - Breathing Problems	5	13.89%
Medical - Illness - Cardiac Arrest	1	2.78%
Medical - Illness - Convulsions / Seizures	1	2.78%
Medical - Illness - Heart Problems	3	8.33%
Medical - Illness - Sick Case	1	2.78%
Medical - Illness - Stroke / CVA	1	2.78%
Medical - Injury / Trauma - Fall	2	5.56%
Public Service	3	8.33%
Public Service - Citizen Assist - Lift Assist	1	2.78%
Public Service - Other - Standby	2	5.56%
No Emergency	11	30.56%
No Emergency - False Alarm - Malfunctioning Alarm	1	2.78%
No Emergency - False Alarm - Accidental Alarm	4	11.11%
No Emergency - Cancelled	6	16.67%
Law Enforcement Support	1	2.78%
Law Enforcement Support	1	2.78%
Total	36	100.00%



FDR-IR: Incident Count by Primary Incident Type



PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE	COUNT	PERCENT OF TOTAL
Fire	1	6.67%
Fire - Transportation Fire - Vehicle Fire - Passenger	1	6.67%
Hazardous Situation	1	6.67%
Hazardous Situation - Hazard Non-Chemical - Motor Vehicle Collision	1	6.67%
Medical	11	73.33%
Medical - Illness - Breathing Problems	4	26.67%
Medical - Illness - Cardiac Arrest	1	6.67%
Medical - Illness - Heart Problems	3	20.00%

FDR-IR: Incident Count by Primary Incident Type

Modena PC PA
Address: 5 N Brandywine Ave, Coatesville, PA 19320



PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE	COUNT	PERCENT OF TOTAL
Medical - Illness - Stroke / CVA	1	6.67%
Medical - Injury / Trauma - Fall	2	13.33%
Public Service	1	6.67%
Public Service - Citizen Assist - Lift Assist	1	6.67%
No Emergency	1	6.67%
No Emergency - Cancelled	1	6.67%
Total	15	100.00%



MONTHLY REPORT FOR MODENA FIRE CO. NO. 1 AMBULANCE

February EMS Report 2026

SHIFT BREAKDOWN (12 Hr Shifts – 0600 – 1800 / 1800 – 0600)

Day	59
NIGHT	45
TOTAL	104

AMBULANCE

AMBULANCE	MILES
37-1/37-3	2169
37-2	408
Total	2577

Time on Calls

Time on Calls	TIME
A1/A3	159.19
A2	70.0
TOTAL:	229.19

MCD:

NUMBER OF CALLS:

MCD:	NUMBER OF CALLS:
Caln Township	5
Coatesville	33
Downingtown	1
Elverson	1
East Fallowfield Township	29
Highland	XXX
Modena	2
Newlin Township	XXX
Sadsbury	1
South Coatesville	11
Valley Township	4
West Bradford Township	9
West Brandywine Township	6
West Marlborough Township	1

DISPOSITION

TOTAL

NOT ENTERED (Fire Standby / Recall / Refusal / ETC)	46
PENN Medicine – Chester County Hospital	43
Main Line Health – Paoli Memorial Hospital	11
Christiania Care West Grove	1
PENN Medicine – Lancaster General Hospital	Xxx
Children's Hospital of Philadelphia - KOP	2

CALL OUTCOME

TOTAL

No Services Required	15
Patient Dead At Scene – Resuscitation Attempted (Without Transport)	1
Patient Dead At Scene – No Resuscitation Attempted (Without Transport)	XXX
Patient Refused Care	2
Recalled Enroute	10
Recalled On-Scene	1
Recalled Prior to Response	1
Stand-by Public Safety, Fire, or EMS Operational Support Provided	1
Treated, Refused Transport	14
Treated, Released to IALS	XXX
Treated, Transferred Care	XXX
Treated, Transported ALS	22
Treated, Transported BLS	36
Total	104

Total Personal 11
Calls Answered 104

Modena Personal: Total 11
Volunteer 1
Career 10

Hours on Calls 229.19

Average Response Time 1.93 minutes

Average Wait Time at Hospital 35 mins
(Min 2 mins / Max 59 mins)

Submitted: 2/23/26 Ann Thomas

GLICK FIRE EQUIPMENT COMPANY
350 MILL CREEK RD
BIRD IN HAND, PA 17505

Voice: 717 299-4120
Fax: 717 299-4324

Invoice

Invoice Number AB202226
Invoice Date: Feb 24, 2026

Bill To:

WESTWOOD FIRE COMPANY
1403 VALLEY RD
COATESVILLE, PA 19320

Customer ID	PO Number	Account Manager
WEST01		NICK DeWITT
Job ID		Payment Terms
B-B9817		Upon Delivery

Quantity	Description	Unit Price	Amount
1	Braun Chief XL Type I on a 2025 Ford F550 4x4 chassis. VIN: 1FDUF5HT0TDA01444	348,129.00	\$ 348,129.00

TOTAL INVOICE AMOUNT	\$ 348,129.00
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Protect your data! Wire instructions are only sent by request. If you receive an email that references wire or ACH instructions that you did not request, please call our office to verify before opening!

Scott Swichar

From: John Sly <sly@westwoodfire.com>
Sent: Wednesday, February 25, 2026 1:07 PM
To: Scott Swichar
Cc: Mike McWilliams
Subject: New Ambulance!
Attachments: GFE Invoice_Westwood_9817-t.pdf

Caution: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon Scott,

As I mentioned last evening, after more than 40 months, we are finally anticipating taking delivery of our newest ambulance! This could not come at a better time; as another one of our ambulances just suffered a catastrophic engine failure last week.

This morning, we received the invoice for this new unit. The vehicle is currently at the dealership in Lancaster and will be released to us once payment is made. I am requesting consideration from the Board to utilize \$87,032 from the EMS Capital account towards this purchase. This represents 25% of the vehicle's cost, to be shared with Valley Township based on our funding formula.

I have attached the invoice for your review; please let me know if there are any questions, or if you foresee any issues moving forward.

Thanks for your support as always!

- SLY

TOWNSHIP of EAST FALLOWFIELD



FINANCIAL REPORT

March 24, 2026



Township of East Fallowfield
Bank Account Balances
as of February 28, 2026



<u>Fund Name</u>	<u>Bank Account Name</u>	<u>Bank</u>	<u>Trial Balance</u>	<u>Bank Balance</u>
<u>Capital Projects Fund</u>				
	Capital Projects Fund	Meridian Bank	\$1,656,114	\$1,701,276
	Capital Projects Fund	PLGIT	\$552,930	\$552,930
	Total Capital Projects Fund Account		\$2,209,044	\$2,254,206
<u>General Fund</u>				
	Fire/EMS	Meridian Bank	\$777,928	\$777,928
	General Fund (incl sweep acct balance)	Meridian Bank	\$3,096,048	\$3,112,304
	General Fund - Cash Dep Only	Fulton Bank	\$3,758	\$3,758
	Total General Fund Accounts		\$3,877,734	\$3,893,990
<u>Liquid Fuels Fund</u>				
	Liquid Fuels Fund	Meridian	\$1,518	\$1,518
	Total Liquid Fuels Account		\$1,518	\$1,518
<u>Park & Recreation Fund</u>				
	Parks & Recreation Fund	Meridian	\$236,448	\$236,448
	Total Park & Recreation Account		\$236,448	\$236,448
<u>Rebill Fund</u>				
	Rebill/Escrow	Meridian	\$54,952	\$54,952
	Total Rebill Account		\$54,952	\$54,952
<u>Trash Fund</u>				
	Trash	Meridian	\$756,971	\$756,971
	Total Trash Account		\$756,971	\$756,971
	East Fallowfield Township Bank Accounts- Meridian Bank		\$6,579,979	\$6,641,397
	East Fallowfield Township Bank Accounts- PLGIT		\$552,930	\$552,930
	East Fallowfield Township Bank Accounts- Fulton Bank		\$3,758	\$3,758
	Total of all East Fallowfield Township Bank Accounts		\$7,136,667	\$7,198,084

East Fallowfield Township
Detailed Budget vs Actual
February 28, 2026

	Actual Feb 2025	2025 Budget	% of Budget	Actual Feb 2026	2026 Budget	% of Budget
GENERAL FUND						
Revenue						
301 · Real Property Taxes						
301.10 · Real Property Taxes - Current	77,345.17	820,816.00	9%	65,275.72	820,129.00	8%
301.11 · Real Property Taxes - Fire/EMS		0.00	0%		0.00	0%
301.20 · Real Property Taxes - Prior Yea	4,287.87	80,000.00	5%	13,122.28	80,000.00	16%
301.24 · Real Property Taxes - Collect F	-216.59	-10,000.00	2%	-434.37	-13,000.00	3%
301 · Real Property Taxes - Other	0.00	0.00	0%	0.00	0.00	0%
Total 301 · Real Property Taxes	81,416.45	890,816.00	9%	77,963.63	887,129.00	9%
310 · Local Tax Enabling Act Taxes						
310.10 · Real Estate Transfer Tax	29,270.63	140,000.00	21%	55,886.31	152,150.00	37%
310.20 · Earned Income Tax—Current	339,275.56	1,674,000.00	20%	356,272.15	1,700,000.00	21%
310.24 · Earned Income Tax—Collector Fee	-4,149.77	-20,758.00	20%	-4,346.52	-20,740.00	21%
310.25 · ChesCo. Tax Collection Comm.Fee	-585.38	0.00	0%	-1,117.72	-3,043.00	37%
310.50 · Local Services Tax—Current	7,630.52	27,500.00	28%	8,752.66	35,000.00	25%
310.54 · Local Services Tax-CollectorFee	-93.20	-341.00	27%	-106.79	-427.00	25%
Total 310 · Local Tax Enabling Act Taxes	371,348.36	1,820,401.00	20%	415,340.09	1,862,940.00	22%
321 · Business Licenses and Permits						
321.60 · Contractor Registration	0.00	0.00	0%	0.00	0.00	0%
321.61 · Peddler Permit	300.00	0.00	0%	0.00	0.00	0%
321.801 · Comcast Franchise Fee	14,060.65	60,000.00	23%	12,812.38	55,000.00	23%
321.802 · Verizon Franchise Fee	19,402.44	72,000.00	27%	17,428.47	73,000.00	24%
321.90 · Cable Tower Fee	300.00	300.00	100%	300.00	300.00	100%
Total 321 · Business Licenses and Permits	34,063.09	132,300.00	26%	30,540.85	128,300.00	24%
322 · Non-Business Licenses & Permits						
322.50 · Street Opening Permit	260.00	4,000.00	7%	575.00	3,600.00	16%
322.90 · Miscellaneous Permits	0.00	0.00	0%	0.00	0.00	0%
Total 322 · Non-Business Licenses & Permits	260.00	4,000.00	7%	575.00	3,600.00	16%
331 · Fines						
331.11 · Vehicle Code Violations	0.00	0.00	0%	0.00	0.00	0%
331.12 · Violations Ordin/Statues/Etc	2,202.92	12,000.00	18%	2,229.10	12,000.00	19%
331.13 · State Police Fines	0.00	4,000.00	0%	0.00	3,000.00	0%
Total 331 · Fines	2,202.92	16,000.00	14%	2,229.10	15,000.00	15%
341 · Interest Earnings						
341.01 · Interest on Checking	21,137.08	80,000.00	26%	15,561.76	90,000.00	17%
Total 341 · Interest Earnings	21,137.08	80,000.00	26%	15,561.76	90,000.00	17%
342 · Rents & Royalties						
342.53 · Royalties from Cell Tower	11,367.98	50,000.00	23%	5,337.71	50,000.00	11%
342 · Rents & Royalties - Other	0.00	0.00	0.00	0.00	0.00	0.00
Total 342 · Rents & Royalties	11,367.98	50,000.00	23%	5,337.71	50,000.00	11%
351 · Fed Capital & Operating Grants						
351.12 · FEMA Grant-Emerg Disaster Relife	0.00	0.00	0%	0.00	0.00	0%
Total 351 · Fed Capital & Operating Grants	0.00	0.00	0%	0.00	0.00	0%

East Fallowfield Township
Detailed Budget vs Actual
February 28, 2026

	Actual Feb 2025	2025 Budget	% of Budget	Actual Feb 2026	2026 Budget	% of Budget
354 · State Capital & Operating Grant						
354.02 · Public Safety	0.00	0.00	0%	0.00	0.00	0%
354.15 · Recycling/Act 101	0.00	0.00	0%	0.00	0.00	0%
354 · State Capital & Operating Grant - Other	0.00	0.00	0%	0.00	0.00	0%
Total 354 · State Capital & Operating Grant	0.00	0.00	0%	0.00	0.00	0%
355 · State Shared Revenue & Entitle						
355.01 · PURTA	0.00	2,000.00	0%	0.00	3,009.00	0%
355.05 · General Municipal Pension Syste	0.00	80,000.00	0%	0.00	112,745.00	0%
Total 355 · State Shared Revenue & Entitle	0.00	82,000.00	0%	0.00	115,754.00	0%
361 · Charges for Services						
361.31 · Prelim/Final SALDO Plan Fees	0.00	0.00	0%	0.00	0.00	0%
361.34 · Hearing Fees	3,000.00	1,500.00	200%	1,500.00	1,500.00	100%
361.74 · Postage	0.00	0.00	0%	0.00	0.00	0%
361.80 · Grass Cutting or Chipping Srvc	0.00	0.00	0%	0.00	0.00	0%
Total 361 · Charges for Services	3,000.00	1,500.00	200%	1,500.00	1,500.00	100%
362 · Public Safety						
362.100 · Police Services	75.00	500.00	15%	165.00	500.00	33%
362.105 · Special Police Services	0.00	500.00	0%	0.00	500.00	0%
362.11 · Police Reports - Copies	0.00	500.00	0%	0.00	500.00	0%
362.41 · Building Permits	5,085.24	120,000.00	4%	24,821.20	110,000.00	23%
362.42 · Stormwater Management Permits	0.00	2,000.00	0%	0.00	1,000.00	0%
362.50 · Burning Permit	0.00	400.00	0%	40.00	400.00	10%
Total 362 · Public Safety	5,160.24	123,900.00	4%	25,026.20	112,900.00	22%
364 · Sanitation						
364.30 · Trash - Current Year	0.00	0.00	0%	0.00	0.00	0%
364.50 · Recyclable Sales	0.00	0.00	0%	0.00	0.00	0%
364.90 · Trash - Dumpster	-76.00	0.00	0%	0.00	0.00	0%
364.91 · Scrap/TV Disposal	0.00	0.00	0%	0.00	0.00	0%
364.93 · Hazardous Waste Rebate	0.00	1,350.00	0%	0.00	1,200.00	0%
Total 364 · Sanitation	-76.00	1,350.00	-6%	0.00	1,200.00	0%
389 · Misc Revenue						
389.00 · Miscellaneous Revenue	20,729.96	2,500.00	829%	1,400.00	1,000.00	140%
389.10 · Insurance Refund	1,600.00	5,000.00	32%	0.00	0.00	0%
389 · Misc Revenue - Other	0.00	0.00	0%	0.00	0.00	0%
Total 389 · Misc Revenue	22,329.96	7,500.00	298%	1,400.00	1,000.00	140%
391.10 · Sale of Fixed Assets	0.00	0.00	0%	0.00	2,000.00	0%
395 · Refunds of Prior Year Expend	0.00	0.00	0%	1,000.00	0.00	0%
Use of Reserves					1,231,677.00	
Total Revenue	552,210.08	3,209,767.00	17%	576,474.34	4,503,000.00	13%

East Fallowfield Township
Detailed Budget vs Actual
February 28, 2026

	Actual Feb 2025	2025 Budget	% of Budget	Actual Feb 2026	2026 Budget	% of Budget
Expense						
400 · Supervisors						
400.105 · Salaries	0.00	12,500.00	0%	0.00	12,500.00	0%
400.192 · FICA/Medicare	0.00	956.00	0%	0.00	956.00	0%
400.352 · Liability Insurance	0.00	0.00	0%	0.00	0.00	0%
400.460 · Conferences/Training	250.00	1,000.00	25%	17.94	1,000.00	2%
Total 400 · Supervisors	250.00	14,456.00	2%	17.94	14,456.00	0%
401 · Township Manager						
401.110 · Manager - Salary	21,600.00	140,400.00	15%	21,600.00	144,612.00	15%
401.197 · 457 Plan	432.00	2,808.00	15%	432.00	2,892.00	15%
401.315 · Employee Medical Contribution	-304.88	-1,900.00	16%	-304.88	-1,982.00	15%
401.317 · Other Costs	0.00	0.00	0%	0.00	0.00	0%
Total 401 · Township Manager	21,727.12	141,308.00	15%	21,727.12	145,522.00	15%
402 · Auditing Services						
402.311 · Annual Audit Fee	0.00	11,000.00	0%	0.00	11,500.00	0%
Total 402 · Auditing Services	0.00	11,000.00	0%	0.00	11,500.00	0%
402.315 · Health/Dental Empl Contribution	0.00	0.00	0%	0.00	0.00	0%
403 · Tax Collection						
403.430 · Tax Collection Committee Fee	0.00	0.00	0%	0.00	0.00	0%
Total 403 · Tax Collection	0.00	0.00	0%	0.00	0.00	0%
404 · Legal						
404.310 · Legal Services	14,569.79	120,000.00	12%	26,763.57	272,000.00	10%
404.314 · Special Legal - Unions	0.00	30,000.00	0%	2,639.50	15,000.00	18%
Total 404 · Legal	14,569.79	150,000.00	10%	29,403.07	287,000.00	10%
405 · Office Administration						
405.110 · Secretary - Wages	3,821.25	33,034.00	12%	3,894.28	32,832.00	12%
405.112 · Treasurer - Salary	14,175.95	96,408.00	15%	14,665.36	97,850.00	15%
405.115 · FT Admin - Wages	8,834.27	108,150.00	8%	8,995.95	128,916.00	7%
405.182 · Admin Salaries for Trash	0.00	-38,884.00	0%	0.00	-39,827.00	0%
405.187 · Admin Medical Opt Out 50%	0.00	9,698.00	0%	0.00	0.00	0%
405.192 · FICA/Medicare	3,629.51	29,658.00	12%	3,642.94	30,922.00	12%
405.194 · Unemployment Compensation	115.00	1,000.00	12%	27.09	1,075.00	3%
405.195 · Workers' Compensation	745.23	1,000.00	75%	1,052.30	1,370.00	77%
405.196 · Health/Dental Insurance	19,373.80	98,685.00	20%	22,417.46	193,044.00	12%
405.197 · Pension	2,186.05	21,279.00	10%	3,072.67	22,283.00	14%
405.198 · Life / AD&D	96.76	798.00	12%	118.26	880.00	13%
405.199 · STD/LTD	179.12	1,019.00	18%	311.84	2,689.00	12%
405.315 · Employee Medical Contrib	-682.09	-9,102.00	7%	-1,230.76	-13,652.00	9%
405.316 · Aflac Insurance	0.00	0.00	0%	0.00	0.00	0%
405.317 · Aflac Insurance - Employee Cont	0.00	0.00	0%	0.00	0.00	0%
405.353 · Surety & Fidelity - Bonding	4,824.00	4,000.00	121%	368.00	5,239.00	7%
405 · Office Administration - Other	0.00	0.00	0%	0.00	0.00	0%
Total 405 · Office Administration	57,298.85	356,743.00	16%	57,335.39	463,621.00	12%
406 · General Government						
406.210 · Office Supplies	696.11	3,000.00	23%	161.98	3,250.00	5%
406.215 · Postage	56.85	1,500.00	4%	56.85	2,490.00	2%
406.310 · Payroll Service	1,066.50	6,500.00	16%	1,256.40	5,025.00	25%
406.311 · Consultant/Bookkeeping Help	7,500.00	5,000.00	150%	0.00	0.00	0%

East Fallowfield Township
Detailed Budget vs Actual
February 28, 2026

	Actual Feb 2025	2025 Budget	% of Budget	Actual Feb 2026	2026 Budget	% of Budget
406.317 · Other Services/Charges	2,075.33	2,000.00	104%	419.90	2,615.00	16%
406.321 · Telephone	385.96	2,500.00	15%	386.44	2,400.00	16%
406.324 · Mobile Phone	249.79	1,500.00	17%	196.03	1,020.00	19%
406.341 · Advertising	699.26	5,000.00	14%	1,326.20	4,320.00	31%
406.342 · Printing/Newsletter	0.00	3,000.00	0%	0.00	1,000.00	0%
406.352 · Liability Insurance	6,382.97	7,350.00	87%	6,376.48	6,702.00	95%
406.384 · Rent - Copier/Postage Meter	428.00	3,000.00	14%	428.00	2,676.00	16%
406.391 · Credit Card Processing Fees	209.88	1,200.00	17%	0.00	0.00	0%
406.392 · Bank Fees	-1.32	100.00	-1%	188.32	900.00	21%
406.393 · Late Fees	0.00	0.00	0%	3.02	0.00	0%
406.420 · Dues/Memberships/Subscriptions	3,572.00	5,000.00	71%	2,997.00	6,005.00	50%
406.450 · Codification/Transparency	995.00	15,000.00	7%	1,045.00	13,000.00	8%
406.454 · Document Digitization	0.00	2,000.00	0%	0.00	5,000.00	0%
406.460 · Meetings and Education	411.30	12,000.00	3%	916.67	11,725.00	8%
406.520 · Library Donation	0.00	9,000.00	0%	0.00	9,000.00	0%
Total 406 · General Government	24,727.63	84,650.00	29%	15,758.29	77,128.00	20%
407 · IT						
407.325 · Internet Fees	751.57	4,000.00	19%	922.20	4,763.00	19%
407.452 · Contracted IT Service	1,740.50	14,000.00	12%	982.50	26,000.00	4%
407.453 · Computer Repairs/Maint/Equip	686.96	1,000.00	69%	-73.02	1,000.00	-7%
407.454 · Website	0.00	0.00	0%	0.00	0.00	0%
407.455 · Email Hosting	0.00	0.00	0%	0.00	25.00	0%
407.456 · Software/Web Applications	0.00	2,000.00	0%	192.00	1,510.00	13%
Total 407 · IT	3,179.03	21,000.00	15%	2,023.68	33,298.00	6%
408 · Engineering						
408.313 · Engineering Services	3,010.75	19,000.00	16%	1,443.88	20,000.00	7%
Total 408 · Engineering	3,010.75	19,000.00	16%	1,443.88	20,000.00	7%
409 · General Govt Buildings						
409.236 · Building Supplies	112.42	1,500.00	7%	226.80	1,000.00	23%
409.351 · Property Insurance	0.00	1,500.00	0%	0.00	2,231.00	0%
409.361 · Electricity	0.00	4,250.00	0%	1,133.10	6,600.00	17%
409.362 · Gas	0.00	7,000.00	0%	2,616.95	6,000.00	44%
409.373 · Building Repair/Maintenance	473.43	4,000.00	12%	615.93	4,790.00	13%
409.430 · Taxes	0.00	8,000.00	0%	798.98	8,103.00	10%
Total 409 · General Govt Buildings	585.85	26,250.00	2%	5,391.76	28,724.00	19%
410 · Police						
410.110 · Chief - Salary	15,836.00	114,618.00	14%	20,642.83	134,928.00	15%
410.112 · FT Officer - Salaries	67,740.78	441,514.00	15%	75,426.51	463,635.00	16%
410.114 · Admin Assistant - Wages	4,202.00	28,325.00	15%	3,487.93	29,744.00	12%
410.115 · PT Officer - Wages	23,397.03	137,719.00	17%	14,408.37	161,598.00	9%
410.171 · Leave - Vacation	0.00	54,957.00	0%	0.00	57,710.00	0%
410.172 · Leave - Holiday	9,516.54	41,955.00	23%	5,814.21	52,758.00	11%
410.176 · Leave - Personal	1,723.46	17,481.00	10%	2,176.35	18,357.00	12%
410.177 · Leave - Sick	6,940.42	19,963.00	35%	3,022.85	21,714.00	14%
410.178 · Leave - Chart/Kelly Time	12,436.86	45,452.00	27%	14,641.75	47,729.00	31%
410.180 · Overtime Pay	3,842.86	20,600.00	19%	3,772.50	21,000.00	18%
410.181 · Court Overtime Pay	2,397.23	16,480.00	15%	1,478.33	13,896.00	11%
410.182 · Special Detail - Prof. ERT	0.00	3,000.00	0%	3,630.00	3,630.00	100%
410.184 · Sick Pay Buy-Back	0.00	15,000.00	0%	0.00	15,000.00	0%
410.185 · Vacation Pay Buy-Back	0.00	0.00	0%	0.00	0.00	0%
410.187 · Medical Opt Out - 50%	3,073.44	20,000.00	15%	3,611.44	23,033.00	16%

East Fallowfield Township
Detailed Budget vs Actual
February 28, 2026

	Actual Feb 2025	2025 Budget	% of Budget	Actual Feb 2026	2026 Budget	% of Budget
410.188 · 457 Plan (Twp Contribution)	0.00	0.00	0%	622.76	4,048.00	15%
410.192 · FICA/Medicare	11,403.72	71,838.00	16%	11,177.86	81,174.00	14%
410.194 · Unemployment Compensation	273.51	5,000.00	5%	242.62	3,010.00	8%
410.195 · Workers' Compensation	15,769.86	39,900.00	40%	20,495.18	39,981.00	51%
410.196 · Health/Dental Insurance	39,955.70	239,769.00	17%	46,542.60	282,616.00	16%
410.197 · Pension	0.00	86,969.00	0%	33,707.97	85,217.00	40%
410.198 · Life / AD&D	526.82	3,479.00	15%	526.82	3,319.00	16%
410.199 · STD/LTD	648.76	3,111.00	21%	810.26	5,105.00	16%
410.210 · Office Supplies	89.16	2,000.00	4%	347.32	2,000.00	17%
410.215 · Postage	29.58	50.00	59%	0.00	50.00	0%
410.220 · Operating Supplies	0.00	2,500.00	0%	95.83	2,500.00	4%
410.224 · Medical Supplies	169.95	500.00	34%	248.40	1,000.00	25%
410.225 · Laboratory / Testing Supplies	0.00	2,500.00	0%	265.00	2,198.00	12%
410.231 · Vehicle Fuel - Gasoline	2,402.50	17,500.00	14%	2,653.22	17,000.00	16%
410.236 · Building Supplies	52.98	1,000.00	5%	72.86	800.00	9%
410.238 · Clothing and Uniforms	425.40	7,000.00	6%	1,495.83	6,000.00	25%
410.242 · Ammunition	0.00	5,000.00	0%	0.00	5,000.00	0%
410.261 · Vehicle Equipment	0.00	2,000.00	0%	63.42	2,000.00	3%
410.315 · Health/Dental - Employee Contri	-1,845.15	-11,988.00	15%	-2,174.00	-14,131.00	15%
410.316 · Aflac Insurance	370.65	1,927.00	19%	370.65	1,927.00	19%
410.317 · Aflac Insurance - Employee Cont	-296.52	-1,927.00	15%	-296.52	-1,927.00	15%
410.318 · Other Services & Charges	694.00	6,000.00	12%	1,519.00	4,000.00	38%
410.319 · Other	0.00	0.00	0%	0.00	0.00	0%
410.321 · Telephone	722.74	4,500.00	16%	723.96	4,500.00	16%
410.324 · Mobile Phones	535.70	900.00	60%	1,318.69	1,740.00	76%
410.325 · Internet	0.00	0.00	0%	0.00	0.00	0%
410.338 · Court Parking	0.00	0.00	0%	0.00	0.00	0%
410.351 · Property Insurance	0.00	1,995.00	0%	0.00	2,964.00	0%
410.352 · Liability Insurance	20,494.98	23,600.00	87%	20,474.77	21,520.00	95%
410.355 · Auto Insurance	6,134.00	13,650.00	45%	4,965.82	16,143.00	31%
410.361 · Electricity	380.83	2,250.00	17%	378.69	2,800.00	14%
410.362 · Gas	568.26	1,500.00	38%	497.76	1,650.00	30%
410.366 · Water	0.00	1,000.00	0%	136.42	840.00	16%
410.373 · Building Repair/Maintenance	649.08	3,000.00	22%	200.00	3,700.00	5%
410.374 · Vehicle/Equipment Repair	3,079.15	20,000.00	15%	15,337.38	18,000.00	85%
410.384 · Copier Rent	752.93	2,750.00	27%	689.49	3,250.00	21%
410.420 · Dues/Memberships/Subscriptions	4,646.08	2,000.00	232%	370.00	5,100.00	7%
410.450 · CODY - Contracted Service	10,110.19	27,835.00	36%	7,701.00	27,750.00	28%
410.452 · Contracted IT	1,000.00	5,000.00	20%	1,060.00	8,400.00	13%
410.454 · Computer Repair/Maint/Equip	2,117.00	3,000.00	71%	2,024.99	3,000.00	67%
410.460 · Meetings and Education	3,105.00	17,000.00	18%	300.00	17,000.00	2%
410.461 · Community Relations	39.68	1,000.00	4%	0.00	1,000.00	0%
Total 410 · Police	276,113.16	1,592,172.00	17%	327,079.12	1,736,976.00	19%

East Fallowfield Township
Detailed Budget vs Actual
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	Actual Feb 2025	2025 Budget	% of Budget	Actual Feb 2026	2026 Budget	% of Budget
413 · Code Enforcement						
413.210 · Office Supplies	0.00	0.00	0%	10.77	20.00	54%
413.270 · Code Enforcement Software	0.00	12,500.00	0%	10,300.00	12,500.00	82%
413.310 · Code Enforcement/Zoning Svcs	10,898.51	80,000.00	14%	15,311.45	71,500.00	21%
413.454 · UCC Permit Fee	837.00	2,500.00	33%	279.00	2,500.00	11%
413 · Code Enforcement - Other	0.00	0.00	0%	0.00	0.00	0%
Total 413 · Code Enforcement	11,735.51	95,000.00	12%	25,901.22	86,520.00	30%
414 · Planning & Zoning						
414.110 · Zoning Hearing Board Wages	0.00	1,500.00	0%	0.00	300.00	0%
414.192 · FICA/Medicare	0.00	115.00	0%	0.00	23.00	0%
414.247 · Planning Commission Budget	0.00	2,500.00	0%	0.00	2,000.00	0%
414.248 · Historic Commission Budget	0.00	2,500.00	0%	0.00	2,000.00	0%
414.310 · ZHB Court Reporter	0.00	2,500.00	0%	0.00	400.00	0%
414.314 · ZHB Legal Service	1,488.50	5,000.00	30%	0.00	1,500.00	0%
414.315 · PC Legal Service	0.00	0.00	0%	0.00	0.00	0%
414.317 · BOS Court Reporter	0.00	2,000.00	0%	0.00	0.00	0%
414.318 · Other	0.00	250.00	0%	0.00	0.00	0%
414.341 · Advertising	0.00	2,000.00	0%	0.00	550.00	0%
414.420 · Dues & Memberships	0.00	1,000.00	0%	0.00	250.00	0%
414.460 · Meetings and Education	0.00	500.00	0%	0.00	500.00	0%
Total 414 · Planning & Zoning	1,488.50	19,865.00	7%	0.00	7,523.00	0%
422 · Animal Control						
422.450 · SPCA	663.81	12,000.00	6%	1,599.50	17,000.00	9%
Total 422 · Animal Control	663.81	12,000.00	6%	1,599.50	17,000.00	9%
427 · Trash/Recycling						
427.367 · TV/Tire/Dumping Fees	0.00	0.00	0%	0.00	0.00	0%
427.420 · Recycling Authority Membership	2,000.00	0.00	0%	0.00	0.00	0%
Total 427 · Trash/Recycling	2,000.00	0.00	0%	0.00	0.00	0%
429 · ACT 537						
429.313 · ACT 537 - Engineering	0.00	5,000.00	0%	540.00	5,000.00	11%
429.314 · ACT 537 - Legal	0.00	1,000.00	0%	0.00	1,000.00	0%
Total 429 · ACT 537	0.00	6,000.00	0%	540.00	6,000.00	9%
430 · Public Works						
430.110 · Foreman - Salary	9,569.97	54,318.00	18%	9,977.11	56,147.00	18%
430.112 · FT Road Crew - Salaries	28,233.75	165,667.00	17%	32,457.39	215,756.00	15%
430.116 · PT - Road Crew	0.00	37,670.00	0%	0.00	0.00	0%
430.117 · PT - Snow Plowers	3,341.97	10,000.00	33%	3,170.50	7,500.00	42%
430.118 · PT - Summer Grass Cutters	0.00	20,000.00	0%	0.00	21,000.00	0%
430.171 · Leave - Vacation	667.67	3,570.00	19%	878.14	12,184.00	7%
430.172 · Leave - Holiday	2,919.12	8,569.00	34%	4,784.89	12,483.00	38%
430.176 · Leave - Personal	788.26	714.00	110%	61.56	1,320.00	5%
430.177 · Leave - Sick	1,329.23	7,141.00	19%	1,836.98	11,799.00	16%
430.180 · Foreman - Overtime Pay	3,717.13	6,000.00	62%	1,690.76	10,670.00	16%

East Fallowfield Township
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	Actual Feb 2025	2025 Budget	% of Budget	Actual Feb 2026	2026 Budget	% of Budget
430.181 · FT Road Crew - Overtime Pay	6,874.08	12,000.00	57%	4,227.32	20,414.00	21%
430.182 · PW Salaries for Trash	0.00	-63,869.00	0%	0.00	-81,483.00	0%
430.192 · FICA/Medicare	4,282.95	24,912.00	17%	4,405.24	28,249.00	16%
430.194 · Unemployment Compensation	109.16	3,850.00	3%	158.98	2,215.00	7%
430.195 · Workers' Compensation	10,374.91	26,250.00	40%	13,483.52	26,303.00	51%
430.196 · Health/Dental Insurance	13,934.64	92,250.00	15%	14,697.46	88,035.00	17%
430.197 · Pension	3,056.62	15,750.00	19%	3,024.09	20,446.00	15%
430.198 · Life / AD&D	43.00	427.00	10%	86.00	542.00	16%
430.199 · STD/LTD	115.36	1,194.00	10%	316.78	1,996.00	16%
430.210 · Office/Shop Supplies	2,375.25	2,500.00	95%	337.76	2,500.00	14%
430.220 · Operating Supplies	882.10	2,500.00	35%	115.70	1,000.00	12%
430.224 · Medical Supplies	0.00	0.00	0%	34.90	250.00	14%
430.231 · Vehicle Fuel - Gasoline	2,257.19	10,000.00	23%	1,878.52	13,260.00	14%
430.238 · Clothing/Uniform	1,440.00	1,440.00	100%	1,440.00	1,440.00	100%
430.242 · PA One Call	27.30	350.00	8%	94.01	480.00	20%
430.246 · Street Signs	27.00	500.00	5%	292.83	1,500.00	20%
430.250 · Repair/Maintenance Supplies	982.74	2,000.00	49%	893.35	2,000.00	45%
430.260 · Small Tools/Minor Equipment	430.02	5,505.00	8%	107.86	6,000.00	2%
430.315 · Health/Dental - Employee Contri	-1,286.24	-9,450.00	14%	-1,331.04	-8,868.00	15%
430.316 · Aflac Insurance	210.90	1,097.00	19%	210.90	1,097.00	19%
430.317 · Aflac Insurance-Employee Contr	-168.72	-1,097.00	15%	-168.72	-1,097.00	15%
430.318 · Other Services & Charges	119.00	2,000.00	6%	219.00	4,373.00	5%
430.324 · Mobile Phones	250.57	1,200.00	21%	208.99	945.00	22%
430.351 · Property Insurance	0.00	6,825.00	0%	0.00	10,141.00	0%
430.352 · Liability Insurance	5,927.05	6,825.00	87%	5,920.75	6,223.00	95%
430.355 · Auto Insurance	6,150.00	15,750.00	39%	6,310.18	20,512.00	31%
430.372 · Vehicle-Repair/Maintenance	5,179.18	12,500.00	41%	6,185.40	12,500.00	49%
430.373 · Building-Repair/Maintenance	974.24	1,000.00	97%	2,212.68	1,500.00	148%
430.374 · Equipment-Repair/Maintenance	8,930.47	7,500.00	119%	1,969.26	10,000.00	20%
430.420 · Dues & Memberships	130.00	250.00	52%	0.00	200.00	0%
430.460 · Meetings and Education	0.00	1,000.00	0%	0.00	1,000.00	0%
Total 430 · Public Works	124,195.87	496,608.00	25%	122,189.05	542,532.00	23%
438 · Maintenance & Repairs of Roads						
438.372 · Road Improvements	0.00	1,000.00	0%	1,928.98	1,000.00	193%
Total 438 · Maintenance & Repairs of Roads	0.00	1,000.00	0%	1,928.98	1,000.00	193%
446 · Stormwater Management						
446.313 · MS4 Engineering	694.00	20,000.00	3%	1,031.50	15,000.00	7%
446.314 · MS4 Legal	0.00	0.00	0%	0.00	0.00	0%
446.317 · MS4 Permit Compliance	2,500.00	10,000.00	25%	2,500.00	5,000.00	50%
Total 446 · Stormwater Management	3,194.00	30,000.00	11%	3,531.50	20,000.00	18%
454 · Parks						
454.247 · Park & Rec Commission Budget	0.00	0.00	0%	0.00	0.00	0%
454.371 · Park Maintenance	640.25	4,000.00	16%	672.84	4,200.00	16%
Total 454 · Parks	640.25	4,000.00	16%	672.84	4,200.00	16%
491 · Refund of Prior Year Revenues	0.00	0.00	0%	0.00	0.00	0%

East Fallowfield Township
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February 28, 2026

	Actual Feb 2025	2025 Budget	% of Budget	Actual Feb 2026	2026 Budget	% of Budget
492 · Interfund Operating Transfers						
492.10 · Transfer to General Fund-Reserv		2,917.00	0%		0.00	0%
492.18 · Transfer to Capital Funds	0.00	1,000,000.00	0%	0.00	1,000,000.00	0%
492.19 · Transfer to Trash Fund	0.00	0.00	0%	0.00	0.00	0%
492.36 · Tranfer to Liquid Fuels	0.00	0.00	0%	0.00	0.00	0%
492.36 · Tranfer to Fire/EMS	0.00	0.00	0%	0.00	0.00	0%
Total 492 · Interfund Operating Transfers	0.00	1,002,917.00	0%	0.00	1,000,000.00	0%
66900 · Reconciliation Discrepancies	-10,072.65	0.00	0%	0.00	0.00	0%
Total Expense	535,307.47	4,083,969.00	13%	616,543.34	4,503,000.00	14%
Net Income (Loss)	16,902.61	-874,202.00	-2%	-40,069.00	0.00	0%

East Fallowfield Township
Detailed Budget vs Actual
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	Actual Feb 2025	2025 Budget	% of Budget	Actual Feb 2026	2026 Budget	% of Budget
TRASH FUND						
Revenue						
Trash - Next Year/Sponsorship (Sponsorship for Bag Ordinance)			0%			0%
341.01 · Interest on Checking	1,201.48	7,000.00	17%	3,281.35	25,000.00	13%
354.00 · State Capital/Operating Grants	0.00	0.00	0%	0.00	0.00	0%
354.15 · Recycling / Act 101	4,702.03	0.00	0%	0.00	4,500.00	0%
364.30 · Trash - Current Year	118,539.19	1,234,800.00	10%	103,005.27	1,245,102.00	8%
364.31 · Trash - Prior Year	2,801.70	2,000.00	140%	5,264.68	2,500.00	211%
364.32 · Trash - Collections - 2005-2018	444.30	1,500.00	30%	4,073.38	750.00	543%
364.34 · Trash - Penalty Fees	0.00	0.00	0%	0.00	0.00	0%
364.35 · Trash Certifications	0.00	0.00	0%	0.00	0.00	0%
364.36 · Portnoff Notice Fee Collection	0.00	0.00	0%	0.00	0.00	0%
364.50 · Recyclable Sales	0.00	0.00	0%	0.00	0.00	0%
364.90 · Trash - Dumpster	70.00	250.00	28%	0.00	250.00	0%
364.91 · Scrap / TV Disposal	0.00	0.00	0%	0.00	0.00	0%
392.XX · Use of Reserves	0.00	0.00	0%	0.00	0.00	0%
Total Revenue	127,758.70	1,245,550.00	10%	115,624.68	1,278,102.00	9%
Expense						
427.112 · Trash Personnel Costs	0.00	102,753.00	0%	0.00	121,309.00	0%
427.310 · Trash Invoicing/Education		0.00	0%		0.00	0%
427.314 · Collection Notice Expense		600.00	0%		0.00	0%
427.317 · Hazardous Waste Collection	0.00	2,500.00	0%	0.00	3,000.00	0%
427.319 · TV/Tire/Dumping Fees - Bulk Trash Events	0.00	0.00	0%	0.00	27,410.00	0%
427.367 · Trash/Recycling Hauling Service	129,712.48	778,256.00	17%	138,696.64	832,528.00	17%
427.368 · Trash Tipping Fees	41,731.08	225,000.00	19%	36,314.86	256,855.00	14%
427.369 · Recycling Processing/Marketing	5,082.88	30,000.00	17%	5,320.80	25,000.00	21%
427.374 · Vehicle Repairs/Fuel		10,000.00	0%		10,000.00	0%
427.390 · Bank Charges		0.00	0%		0.00	0%
427.420 · Recycling Authority Membership	0.00	2,000.00	0%	2,000.00	2,000.00	100%
492.000 · Surplus added to Reserves		97,758.00	0%		0.00	0%
492.000 · Transfer to Capital Fund		0.00	0%		0.00	0%
66900 · Reconciliation Discrepancies		0.00	0%		0.00	0%
Total Expense	176,526.44	1,248,867.00	14%	182,332.30	1,278,102.00	14%
Net Income/(Loss)	-48,767.74	-3,317.00	1470%	-66,707.62	0.00	0%

East Fallowfield Township
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	Actual Feb 2025	2025 Budget	% of Budget	Actual Feb 2026	2026 Budget	% of Budget
FIRE/EMS FUND						
Revenue						
301.11 · Real Property Taxes - Fire/EMS	67,840.77	748,140.00	9%	61,348.88	747,513.00	8%
341.02 · Interest on Checking	1,234.67	5,000.00	25%	3,557.86	20,000.00	18%
355.07 · Foreign Fire Insur Tax	0.00	51,232.00	0%	0.00	57,650.00	0%
Total Revenue	69,075.44	804,372.00	9%	64,906.74	825,163.00	8%
Expense						
411.110 · Salaries/Wages	0.00	1,378.00	0%	0.00	1,378.00	0%
411.192 · FICA/Medicare	0.00	105.00	0%	0.00	105.00	0%
411.194 · Unemployment Compensation	0.00	0.00	0%	7.41	30.00	25%
411.195 · Workers' Compensation	0.00	25,000.00	0%	0.00	20,000.00	0%
411.231 · Vehicle Fuel - Gasoline	642.12	7,000.00	9%	0.00	3,000.00	0%
411.238 · Clothing and Uniforms	0.00	0.00	0%	0.00	0.00	0%
411.242 · Supplies	89.10	0.00	0%	0.00	100.00	0%
411.317 · Other Services & Charges	0.00	0.00	0%	0.00	0.00	0%
411.324 · Mobile Phones	164.52	600.00	27%	75.62	660.00	11%
411.363 · Hydrant Service	5,941.27	31,000.00	19%	5,888.39	37,009.00	16%
411.374 · Vehicle Repair	0.00	0.00	0%	0.00	0.00	0%
411.420 · Dues and Memberships	225.00	350.00	64%	0.00	350.00	0%
411.460 · Meetings and Education	0.00	0.00	0%	0.00	0.00	0%
411.540 · Subsidy to Fire Companies	0.00	300,000.00	0%	75,344.42	300,000.00	25%
411.541 · Subsidy to Fire Relief Assoc.	0.00	51,232.00	0%	0.00	57,650.00	0%
411.542 · Subsidy to EMS Companies	0.00	182,108.00	0%	45,527.00	182,108.00	25%
411.543 · Capital Expenditures - Modena	0.00	20,000.00	0%	0.00	20,000.00	0%
411.544 · Capital Expenditures - Westwood	0.00	85,299.00	0%	0.00	85,299.00	0%
411.543 · Capital Expenditures - Reserve	0.00	53,200.00	0%	0.00	-32,099.00	0%
411.492 · Operating Expenditures Reserve	0.00	132,398.00	0%	0.00	149,573.00	0%
Total Expense	7,062.01	889,670.00	1%	126,842.84	825,163.00	15%
Net Income/(Loss)	62,013.43	(85,298.00)	-73%	(61,936.10)	-	0%

East Fallowfield Township
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February 28, 2026

	Actual Feb 2025	2025 Budget	% of Budget	Actual Feb 2026	2026 Budget	% of Budget
LIQUID FUELS FUND						
Revenue						
341.01 · Interest on Checking	0.00	0.00	0%	119.38	4,000.00	3%
354.03 · Winter/Severe Winter Agree	0.00	43,459.00	0%	0.00	40,000.00	0%
355.02 · Liquid Fuels Tax	0.00	286,070.00	0%	0.00	280,327.00	0%
355.03 · State Turnback Allocation	0.00	28,120.00	0%	0.00	29,440.00	0%
392.02 · Transfer from Capital Fund	0.00	75,000.00	0%	0.00	0.00	0%
392.35 · Use of Fund Balance	0.00	35,601.00	0%	0.00	0.00	0%
389.00 · Miscellaneous Revenue	0.00	0.00	0%	0.00	0.00	0%
Total Revenue	0.00	468,250.00	0%	119.38	353,767.00	0%
Expense						
430.232 · Diesel Fuel	3,239.27	12,000.00	27%	3,552.88	11,000.00	32%
430.260 · Small Tools/Minor Equipment	0.00	5,000.00	0%	0.00	0.00	0%
430.310 · Fuel Pump Repair	0.00	0.00	0%	0.00	0.00	0%
430.313 · Engineering Services	0.00	10,000.00	0%	0.00	0.00	0%
430.317 · Other	0.00	0.00	0%	0.00	0.00	0%
430.384 · Rental of Machinery /Equipment	0.00	0.00	0%	0.00	0.00	0%
430.740 · Capital Purchases	0.00	0.00	0%	0.00	0.00	0%
432.221 · Road Salt	68,106.62	45,000.00	151%	52,669.90	50,000.00	105%
433.220 · Traffic Control Devices/Signs	384.00	0.00	0%	0.00	0.00	0%
434.361 · Street Lights - Electricity	231.17	1,250.00	18%	267.06	1,505.00	18%
436.371 · Storm Drain Repairs	0.00	5,000.00	0%	0.00	3,000.00	0%
437.245 · Shop Supplies	0.00	0.00	0%	0.00	0.00	0%
437.372 · Vehicle-Repair/Maintenance	1,546.65	10,000.00	15%	0.00	10,000.00	0%
437.374 · Equipment-Repair/Maintenance	6,541.10	10,000.00	65%	622.94	10,000.00	6%
437.375 · Mower-Repair/Maintenance	0.00	0.00	0%	0.00	0.00	0%
438.220 · Aggregate {Asphalt/Stone/Etc}	166.14	20,000.00	1%	0.00	20,000.00	0%
438.310 · Highway/Shoulder - Maintenance	0.00	0.00	0%	0.00	22,000.00	0%
439.371 · Road Paving/Improvements	1,036.25	350,000.00	0%	0.00	226,262.00	0%
66900 · Reconciliation Discrepancies	0.00	0.00	0%	0.00	0.00	0%
Total Expense	81,251.20	468,250.00	17%	57,112.78	353,767.00	16%
Net Income/(Loss)	-81,251.20	0.00	0%	-56,993.40	0.00	0%

East Fallowfield Township
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	Actual Feb 2025	2025 Budget	% of Budget	Actual Feb 2026	2026 Budget	% of Budget
PARK AND RECREATION FUND						
Revenue						
322.05 · Concert in the Park Sponsors	0.00	12,000.00	0%	0.00	12,000.00	0%
322.06 · Concert in the Park Vendors	0.00	430.00	0%	0.00	0.00	0%
341.01 · Interest on Checking	440.96	1,750.00	25%	990.17	4,250.00	23%
367.20 · Park & Rec - Fee in Lieu of	0.00	0.00	0%	0.00	0.00	0%
Use of Reserves	0.00	21,137.00	0%	0.00	63,750.00	0%
Transfer from General Fund	0.00	0.00	0%	0.00	0.00	0%
Donations	0.00	700.00	0%	0.00	0.00	0%
Memorial Park Bench	0.00	4,000.00	0%	0.00	0.00	0%
Pavillion Rental	0.00	750.00	0%	0.00	750.00	0%
Grants	0.00	40,000.00	0%	0.00	0.00	0%
Total Revenue	440.96	80,767.00	1%	990.17	80,750.00	1%
Expense						
Landscaping Shade Trees	0.00	1,500.00	0%	0.00	1,250.00	0%
Miscellaneous Expense	1,788.81	0.00	0%	23.98	0.00	0%
Pond Cleanup Project	0.00	0.00	0%	0.00	50,000.00	0%
Playground Equipment	0.00	26,267.00	0%	0.00	0.00	0%
ECA expenses from Donations	0.00	700.00	0%	0.00	0.00	0%
Park Public Bathroom	0.00	0.00	0%	0.00	0.00	0%
New Pavillion	0.00	0.00	0%	0.00	0.00	0%
Engineering Fees	0.00	0.00	0%	0.00	0.00	0%
454.24 · Bee/Butterfly Garden	0.00	0.00	0%	0.00	0.00	0%
454.25 · Tag's Memorial Garden	0.00	1,500.00	0%	0.00	1,000.00	0%
454.27 · Park & Rec Commission	0.00	0.00	0%	0.00	0.00	0%
Professional Services	0.00	0.00	0%	0.00	6,000.00	0%
454.461 - Lighting	0.00	0.00	0%	0.00	0.00	0%
454.493 · Park Events/Concert in the Park	0.00	12,000.00	0%	0.00	12,000.00	0%
454.49 · Park Events Other	30.15	8,000.00	0%	0.00	9,000.00	0%
Water Service (restroom)	0.00	0.00	0%	0.00	0.00	0%
Restroom Maintenance	0.00	1,500.00	0%	0.00	1,500.00	0%
492.000 · Surplus added to Reserves	0.00	33,800.00	0%	0.00	0.00	0%
Surveillance Cameras	0.00	0.00	0%	0.00	0.00	0%
Internet (cameras)	0.00	0.00	0%	0.00	0.00	0%
Transfer to Park & Rec Fund	0.00	0.00	0%	0.00	0.00	0%
Total Expense	1,818.96	85,267.00	2%	23.98	80,750.00	0%
Net Income/(Loss)	-1,378.00	-4,500.00	31%	966.19	0.00	0%

East Fallowfield Township
Detailed Budget vs Actual
February 28, 2026

	Actual Feb 2025	2025 Budget	% of Budget	Actual Feb 2026	2026 Budget	% of Budget
CAPITAL FUND						
Revenue						
Contributions		0.00	0%		0.00	0%
341.00 · Interest	6,068.74	20,000.00	30%	10,506.94	57,000.00	18%
354.00 · Commonwealth of PA Grant	0.00	0.00	0%	0.00	0.00	0%
387.00 · Contributions from Private Source		0.00	0%		0.00	0%
387.XX · DCED Reimb Grant - Mortonville Rd		891,000.00	0%		0.00	0%
387.XX · DCED Reimb Grant - Mortonville Rd Bridge			0%		300,000.00	0%
387.XX · DCED Reimb Grant - Sawmill Road Culvert			0%		250,000.00	0%
387.XX · DCED Reimb Grant - Fuel Pump		0.00	0%		56,328.00	0%
387.00 · Grant - Newlinville Traffic Calming		250,000.00	0%		250,000.00	0%
Sale of Fixed Assets		20,000.00	0%		0.00	0%
392.XX · Transfer in from Trash Fund		0.00	0%		0.00	0%
392.00 · Transfer in from General Fund		1,000,000.00	0%	0.00	0.00	0%
392.00 · Transfer to Municipal Building Project					1,000,000.00	0%
392.XX · Use of Reserves		482,941.00	0%		762,661.00	0%
Total Revenue	6,068.74	2,663,941.00	0%	10,506.94	2,675,989.00	0%
Expense						
Bank Fees	0.00	0.00	0%	0.00	0.00	0%
Document Digitization		5,000.00	0%		0.00	0%
Surveys and Studies	8,571.25	12,050.00	71%	0.00	12,000.00	0%
Township Website		25,000.00	0%		25,000.00	0%
Computers - revolving schedule		5,200.00	0%		4,000.00	0%
Computers - Server for Admin		12,000.00	0%			0%
Newlinville Village Master Plan			0%			0%
Newlinville Traffic Calming	4,316.00	200,000.00	2%	1,880.25		0%
Printing			0%			0%
Software and Services			0%			0%
Software and Services - PD Grant	5,388.41		0%	0.00		0%
Software and Services - Code Enforcement	12,800.00	30,000.00	43%	0.00		0%
Fuel Pump Replacement		0.00	0%	0.00		0%
410.74 · Police - Capital Purchase/Lease	0.00	174,275.00	0%	45,162.00	91,958.00	49%
430.74 · Capital Purchase - Mach/Equip	101,243.00		0%	0.00	207,000.00	0%
439.000 · Repairs & Maint. - Highways	25,306.25	1,245,113.00	2%	1,178.63	1,325,380.00	0%
454.00 · Capital Projects - Park			0%			0%
462.310 Subdivision/Land Development			0%			0%
471.00 · Capital Lease Principal Payment	0.00	10,159.00	0%	0.00	10,363.00	0%
472.00 · Loan interest	0.00	493.00	0%	0.00	288.00	0%
491.000 · Refund of Prior Year Expenditure			0%			0%
Transfer to Liquid Fuels	0.00	75,000.00	0%	0.00		0%
492.000 · Transfer to Parks & Rec Fund			0%			0%
Reserves - Municipal Building Project					1,000,000.00	0%
66900 · Reconciliation Discrepancies			0%			0%
Total Expense	157,624.91	1,794,290.00	9%	48,220.88	2,675,989.00	2%
Net Income/(Loss)	-151,556.17	869,651.00	-17%	-37,713.94	0.00	0%

**East Fallowfield Township - General Fund
Payment Authorization Detail
February 25 through March 24, 2026**

	Type	Date	Num	Due Date	Aging	Open Balance
A & Z 2025 Lincoln Corp						
	Bill	03/03/2026	372	04/02/2026		119.00
Total A & Z 2025 Lincoln Corp						119.00
Allen Rubber Co. Inc.						
	Bill	02/24/2026	W-547191	03/06/2026	13	143.04
	Bill	03/12/2026	W-549929	03/22/2026		143.04
Total Allen Rubber Co. Inc.						286.08
ASAP Hydraulics, Inc.						
	Bill	02/24/2026	4039070	03/06/2026	13	3.22
	Bill	02/24/2026	4039009	03/06/2026	13	18.49
	Bill	02/26/2026	4039604	03/08/2026	11	382.41
	Bill	03/09/2026	4041446	03/19/2026		72.66
Total ASAP Hydraulics, Inc.						476.78
Biddle Fire Protection LLC						
	Bill	03/09/2026	26112	03/19/2026		462.00
Total Biddle Fire Protection LLC						462.00
Bigfoot Automotive LLC						
	Bill	02/18/2026	13002	02/28/2026	19	220.00
	Bill	02/24/2026	13045	03/06/2026	13	30.00
	Bill	02/27/2026	13077	03/09/2026	10	61.00
Total Bigfoot Automotive LLC						311.00
Brandywine Valley SPCA						
	Bill	02/28/2026	Feb26-05	03/10/2026	9	702.94
Total Brandywine Valley SPCA						702.94
CompNet, Inc.						
	Bill	02/28/2026	15054	03/30/2026		757.50
	Bill	02/28/2026	15053	03/30/2026		740.00
Total CompNet, Inc.						1,497.50
Drugscan, Inc.						
	Bill	02/28/2026	SINV002094	03/10/2026	9	530.00
Total Drugscan, Inc.						530.00
ESRI, Inc.						
	Bill	03/18/2026	900217695	03/28/2026		929.00
Total ESRI, Inc.						929.00
Fulton Bank CommUNITY Card						
	Bill	03/06/2026	2/7/26-3/6/26	03/16/2026	3	2,739.82
Total Fulton Bank CommUNITY Card						2,739.82
Gap Power						
	Bill	01/23/2026	2083769	02/02/2026	45	392.90
Total Gap Power						392.90
Groff Tractor and Equipment						
	Bill	02/18/2026	PSO615934-1	02/28/2026	19	984.60
Total Groff Tractor and Equipment						984.60
H.A. Berkheimer, Inc.						
	Bill	02/28/2026	26020024	03/10/2026	9	9,101.20
Total H.A. Berkheimer, Inc.						9,101.20
Hatt's Industrial Supplies, Inc.						
	Bill	02/27/2026	3170252	03/09/2026	10	111.47
Total Hatt's Industrial Supplies, Inc.						111.47
Herbert E. MacCombie, Jr. P.E.						
	Bill	02/27/2026	2026-02-001	03/09/2026	10	70.00
	Bill	02/27/2026	2026-02-003	03/09/2026	10	140.00
Total Herbert E. MacCombie, Jr. P.E.						210.00
Keen Compressed Gas Co.						
	Bill	02/19/2026	0031425799	03/01/2026	18	380.50
Total Keen Compressed Gas Co.						380.50
Key Business Solutions						
	Bill	03/15/2026	38396	03/25/2026		27.00
Total Key Business Solutions						27.00
Keystone Municipal Services, Inc.						
	Bill	02/18/2026	40222-40226	03/20/2026		2,280.98
	Bill	02/26/2026	40273-40282	03/28/2026		1,998.72
	Bill	03/16/2026	40332-40342	04/15/2026		3,021.08
Total Keystone Municipal Services, Inc.						7,300.78
LexisNexis Matthew Bender						
	Bill	03/16/2026	48871370	03/26/2026		78.08
Total LexisNexis Matthew Bender						78.08
NAPA Auto Parts {Coatesville}						
	Bill	03/09/2026	144308	03/19/2026		419.20
Total NAPA Auto Parts {Coatesville}						419.20
Paradise Truck Tire Specialists, Inc.						
	Bill	02/17/2026	112902	02/27/2026	20	175.00
	Bill	03/09/2026	112990	03/19/2026		418.00
Total Paradise Truck Tire Specialists, Inc.						593.00
Pennoni Associates Inc						
	Bill	02/23/2026	1313865	03/05/2026	14	43.25
	Bill	02/23/2026	1313866	03/05/2026	14	1,520.25

**East Fallowfield Township - General Fund
Payment Authorization Detail
February 25 through March 24, 2026**

	Type	Date	Num	Due Date	Aging	Open Balance
Total Pennoni Associates Inc	Bill	02/23/2026	1313869	03/05/2026	14	83.00
Petroleum Traders Corporation						1,646.50
	Bill	03/10/2026	2169168	03/20/2026		405.85
	Bill	03/17/2026	2171163	03/27/2026		505.92
Total Petroleum Traders Corporation						911.77
Pipe Data View						
	Bill	03/11/2026	25013	03/21/2026		850.00
Total Pipe Data View						850.00
PIRMA-Integrated Risk Mgmt						
	Bill	02/24/2026	IRM File PRM033452	03/06/2026	13	3,600.28
Total PIRMA-Integrated Risk Mgmt						3,600.28
Scott Swichar						
	Bill	03/19/2026	3/19/26-BJ's	03/29/2026		17.27
Total Scott Swichar						17.27
Siana Law, LLP						
	Bill	03/05/2026	103971	03/15/2026	4	4,620.96
	Bill	03/05/2026	103974	03/15/2026	4	1,080.25
	Bill	03/05/2026	103976	03/15/2026	4	846.00
	Bill	03/05/2026	103979	03/15/2026	4	563.00
Total Siana Law, LLP						7,110.21
V. E. Ralph & Son, Inc.						
	Bill	02/25/2026	494109	03/07/2026	12	284.80
Total V. E. Ralph & Son, Inc.						284.80
Viking Termite & Pest Control, LLC.						
	Bill	03/01/2026	903757945	03/11/2026	8	80.00
Total Viking Termite & Pest Control, LLC.						80.00
Wittenbach Business Systems, LLC						
	Bill	03/19/2026	PSMI-1189062	04/18/2026		972.00
Total Wittenbach Business Systems, LLC						972.00
TOTAL						<u><u>43,125.68</u></u>

East Fallowfield Township - Trash Fund
Payment Authorization Detail
February 25 through March 24, 2026

	Type	Date	Num	Due Date	Aging	Open Balance
Chester County Solid Waste Authority						
	Bill	02/28/2026	77818	03/10/2026	19	5,895.30
	Bill	03/07/2026	77892	03/17/2026	12	2,709.00
	Bill	03/15/2026	77961	03/25/2026	4	5,294.76
Total Chester County Solid Waste Authority						13,899.06
TOTAL						13,899.06

East Fallowfield Township - Liquid Fuels Fund
Payment Authorization Detail
February 25 through March 24, 2026

	Type	Date	Num	Due Date	Aging	Open Balance
Anderson Truck & Auto Repair, Inc						
	Bill	02/11/2026	119596	02/21/2026	26	540.39
Total Anderson Truck & Auto Repair, Inc						540.39
PA Municipal, Inc.						
	Bill	02/24/2026	6236898	03/26/2026		807.51
	Bill	02/24/2026	6236891	03/26/2026		1,402.17
	Bill	03/02/2026	6236998	04/01/2026		1,068.27
	Bill	03/02/2026	6236997	04/01/2026		1,029.57
Total PA Municipal, Inc.						4,307.52
PECO {00401} NEW25000						
	Bill	03/04/2026	6355425000-3/4/26	03/14/2026	5	10.00
Total PECO {00401} NEW25000						10.00
PECO {01003} NEW01111						
	Bill	03/05/2026	3968601111-3/5/26	03/15/2026	4	57.47
Total PECO {01003} NEW01111						57.47
Tim Brown's Automotive						
	Bill	02/24/2026	40629	03/06/2026	13	260.07
Total Tim Brown's Automotive						260.07
Triple S Welding & Equipment Repair						
	Bill	03/04/2026	2999	03/14/2026	5	1,080.00
Total Triple S Welding & Equipment Repair						1,080.00
TOTAL						6,255.45

East Fallowfield Township - Capital Fund
Payment Authorization Detail
February 25 through March 24, 2026

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Pennoni Associates, Inc						
	Bill	02/23/2026	1313870	03/05/2026	14	<u>1,672.25</u>
Total Pennoni Associates, Inc						<u>1,672.25</u>
TOTAL						<u>1,672.25</u>

East Fallowfield Township - Park Recreation Fund
 Payment Authorization Detail
 February 25 through March 24, 2026

	Type	Date	Num	Due Date	Aging	Open Balance
Brandywine Flags						
	Bill	03/03/2026	8322	03/18/2026	1	215.00
	Bill	03/04/2026	8323	03/19/2026		105.00
Total Brandywine Flags						320.00
Hatt's Industrial Supply						
	Bill	02/17/2026	3168262	03/04/2026	15	40.76
	Bill	02/19/2026	3168519	03/06/2026	13	16.48
Total Hatt's Industrial Supply						57.24
TOTAL						377.24

East Fallowfield Township - Escrow Fund
Payment Authorization Detail
February 25 through March 24, 2026

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Herbert E. MacCombie, Jr. P.E.						
	Bill	02/27/2026	2026-02-002	03/14/2026	5	35.00
Total Herbert E. MacCombie, Jr. P.E.						35.00
Pennoni Associates, Inc						
	Bill	02/23/2026	1313867	03/10/2026	9	8,212.00
Total Pennoni Associates, Inc						8,212.00
Siana Law, LLP						
	Bill	03/05/2026	103973	03/20/2026		23.50
	Bill	03/05/2026	103977	03/20/2026		799.00
	Bill	03/05/2026	103978	03/20/2026		23.50
Total Siana Law, LLP						846.00
TOTAL						9,093.00

East Fallowfield Township - Interim Payments
PAYMENT AUTHORIZATION DETAIL
February 25 through March 24, 2026

Type	Num	Date	Name	Item	Account	Paid Amount
Bill Pmt -Check	11118	02/12/2026	Commonwealth of Pennsylvania		100.01 · Meridian Bank - GF - Checking	33,707.97
Bill Pmt -Check	42	03/05/2026	Pennsylvania American Water { Hydrants}		100.80 · Meridian Fire/EMS Account	2,917.58
Check	ONL0082	03/20/2026	Great American Financial Services{Office}		100.01 · Meridian Bank - GF - Checking	214.00
Bill Pmt -Check	985	03/06/2026	Aflac		100.01 · Meridian Bank - GF - Checking	232.62
Bill Pmt -Check	986	03/06/2026	American United Life Insurance Company		100.01 · Meridian Bank - GF - Checking	1,084.98
Bill Pmt -Check	987	03/06/2026	Cleaning for Cures, LLC		100.01 · Meridian Bank - GF - Checking	300.00
Bill Pmt -Check	988	03/06/2026	PECO {12000} Twp Bldg		100.01 · Meridian Bank - GF - Checking	2,205.76
Bill Pmt -Check	989	03/06/2026	PECO {73000} Police Bldg		100.01 · Meridian Bank - GF - Checking	178.56
Bill Pmt -Check	990	03/06/2026	PECO {99000} Park		100.01 · Meridian Bank - GF - Checking	210.60
Bill Pmt -Check	991	03/06/2026	Pennsylvania American Water		100.01 · Meridian Bank - GF - Checking	224.85
Bill Pmt -Check	992	03/06/2026	Petroleum Traders Corporation		100.01 · Meridian Bank - GF - Checking	1,155.05
Bill Pmt -Check	993	03/06/2026	PSATS		100.01 · Meridian Bank - GF - Checking	239.00
Bill Pmt -Check	994	03/06/2026	Semperon Corporation		100.01 · Meridian Bank - GF - Checking	555.20
Bill Pmt -Check	995	03/06/2026	Teamsters Health & Welfare Fund		100.01 · Meridian Bank - GF - Checking	7,210.04
Bill Pmt -Check	996	03/06/2026	Tractor Supply Co. (0740)		100.01 · Meridian Bank - GF - Checking	31.98
Bill Pmt -Check	997	03/06/2026	Verizon {Township Internet} 753-895-532		100.01 · Meridian Bank - GF - Checking	99.00
Bill Pmt -Check	998	03/16/2026	ASAP Marketing, Inc		100.01 · Meridian Bank - GF - Checking	1,486.22
Bill Pmt -Check	999	03/16/2026	NAPA Auto Parts {Coatesville}		100.01 · Meridian Bank - GF - Checking	33.48
Bill Pmt -Check	1000	03/16/2026	Paymerang, LLC.		100.01 · Meridian Bank - GF - Checking	100.00
Bill Pmt -Check	1001	03/16/2026	Pennsylvania Municipal Health Insur. Coop		100.01 · Meridian Bank - GF - Checking	34,928.03
Bill Pmt -Check	1002	03/16/2026	Primo Brands - Police		100.01 · Meridian Bank - GF - Checking	14.47
Bill Pmt -Check	1003	03/16/2026	Scantek, Inc.		100.01 · Meridian Bank - GF - Checking	650.00
Bill Pmt -Check	11119	03/24/2026	Stottsville Inn		100.01 · Meridian Bank - GF - Checking	2,098.00
Bill Pmt -Check	6210	03/24/2026	Westwood Fire Company		100.80 · Meridian Fire/EMS Account	87,032.00
Bill Pmt -Check	70	03/06/2026	A.J. BLOSENSKI INC		Meridian - Trash Account	69,348.32
Bill Pmt -Check	71	03/06/2026	Chester County Solid Waste Authority		Meridian - Trash Account	3,148.46
Bill Pmt -Check	170	03/06/2026	Chemical Equipment Labs of DE, Inc.		100.20 · Meridian Bank - 419	32,641.72
Bill Pmt -Check	171	03/06/2026	PECO {21007} NEW75000		100.20 · Meridian Bank - 419	66.77
Bill Pmt -Check	172	03/06/2026	Petroleum Traders Corporation		100.20 · Meridian Bank - 419	1,032.45
Bill Pmt -Check	1232	03/24/2026	New Holland Auto Group		Meridian Bank - 04430310	68,548.00
Total Interim Bills Paid						351,695.11

East Fallowfield Township
Total of All Bills Paid February 25 through March 24, 2026

TOTAL ALL BILLS \$ 426,117.79



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harbor freight credit card application printable



There is no **printable** PDF application form for the Harbor Freight Credit Card that you can fill out by hand and mail in. Synchrony Bank, the card issuer, requires applications to be submitted electronically to ensure immediate processing. 🚫 Harbor Freight +1

How to Apply

You have two primary ways to apply for the [Harbor Freight Tools Credit Card](#):

- **Online Application:** You can apply directly through the Synchrony Bank application portal. This method allows you to see if you **prequalify** with no impact on your credit score.
- **In-Store Application:** You can apply at the register of any [Harbor Freight location](#). The cashier will guide you through the process on the credit card terminal, and you will typically receive an instant decision. 🚫 Harbor Freight +4

Key Details to Know

- **Approval Requirements:** You generally need **fair to excellent credit** (a score of approximately 640+) for a high chance of approval.
- **Initial Benefit:** New cardholders often receive **10% off** their entire first purchase when they are approved and use the card immediately.
- **Ongoing Rewards:** You can choose between **5% back** in Harbor Freight Money on all purchases or **0% interest** financing on purchases of \$299 or more.

Ask anything



THE COMMERCIAL ACCOUNT

BUILT FOR YOUR BUSINESS



- Payment by Invoice
- Net 30 Terms
- Itemized Transactions
- Online Payment and Account Management
- Authorized User and Credit Line Management

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TO APPLY

83719

March 20, 2026

EFLWT 80005

Scott Swichar, Township Manager
East Fallowfield Township
2264 Strasburg Road
East Fallowfield, PA 19320

**RE: 2026 Road Program
Preliminary Roads List**

Dear Scott:

As requested, please find below a summary of roads for consideration for the *2026 Road Program*. These roads were selected for review by the Township Roads Department and Pennoni visited each road with Justin Gathercole on March 18, 2025. The below summary represents an estimated construction cost for each road. Per discussion with the Township, this year's construction budget is \$318,000.

Please note, the total estimated cost of the below exceeds the anticipated budget. The roads are ranked in a relative order of priority; however, roads may be selected as desired by the Township.

Road	Estimated Cost
West Chester Road (17 th Ave – East to Twp Line)	\$230,350.00
S. Caln Road (W. Chester Rd – Caln Twp Line)	\$53,200.00
17 th Avenue (W. Chester Rd – Caln Twp Line)	\$31,100.00
Robin Road	\$94,150.00
S. Bailey Road (S. Caln Rd – Oakwood Rd)	\$162,500.00
Total	\$571,300.00

A few notes:

1. *West Chester Road* – Base repair was completed on this road last year with expectation that a new wearing course be installed this year.

Please review and confirm which of the above roads shall be included in this year's road program. Once confirmed, we will prepare the bid documents and specifications. We would like to finalize this in time to advertise in the early April and award the contract at the April 28, 2026 Board of Supervisors meeting.

Please let us know if you have any additional questions.

Sincerely,

PENNONI



Nathan M. Cline, PE
Township Engineer

notify the Inspector-in-Charge immediately of such disagreement and confirm the disagreement in writing to the District Executive within 10 calendar days. Upon notification to the Inspector-in-Charge of such disagreement, records will be kept daily of all labor, equipment, and materials used from that day forward in the disputed work. Keep and maintain such daily records in the field. Claim no extra costs of any kind for work performed before notifying the Inspector-in-Charge of disagreements with the District Executive's decision. On each Monday, compare records of the previous week's work with those kept by the Department and review for accuracy. Report to the District Executive within 10 calendar days of each review all disagreements with such records or to report disagreements with such records. Refusal or repeated failure to meet to review the Department's records or to report disagreements with such records will create an irrebuttable presumption in favor of the Department that its records are accurate.

Disputes concerning such work will be resolved by the District Executive and payment will be made on the basis determined by him.

In the event of a disagreement with the decision of the District Executive, comply with provisions specified in Section 105.01 concerning due notice in writing of an intent to file a claim and send a copy of the written notice to the District Executive within the time frame allowed by that section. If written notice is not submitted to the District Executive within 10 calendar days of receipt of the District Executive's decision, daily records of labor, equipment and materials will no longer be kept by the Department and no claim for additional compensation of any kind arising from or relating to the disputed work or the decision of the District Executive can be filed with the Board of Claims.

If due notice in writing is submitted to the District Executive and Deputy Secretary for Highway Administration within the 10 calendar-day period, continue to keep and review daily records, as provided above, until completion of the disputed work.

With the exception of those specific daily records or portions thereof on which written disagreements were filed with District Executive as provided above, any claim for damages filed with the Board of Claims arising out of or relating to the disputed work or the decision of the Secretary can be measured at the hearing solely by the aforementioned daily records kept by the Department.

110.04 PRICE ADJUSTMENT OF ASPHALT MATERIALS—These requirements provide for a price adjustment, in the form of a payment to the Contractor or a rebate to the Department, for fluctuations in the cost of asphalt cement used in the asphalt materials placed as part of the construction work specified in the following Sections:

313	360 ^b	420	471	489 ^c	656 ^d
316	410	450	480 ^c	496	657 ^d
341 ^a	412	460	481	651 ^d	
342 ^a	413	461	482	653 ^d	
344 ^b	419	470 ^c	483	654 ^d	

Publication 447 – Approved products for Lower Volume Local Roads

MS-0310-0010 ^b	MS-0310-0031 ^{b,c}	MS-0340-0005 ^a
MS-0310-0011 ^b	MS-0310-0032 ^{b,c}	MS-0350-0018 ^a
MS-0310-0021 ^b	MS-0310-0051 ^b	MS-0360-0019 ^b
MS-0310-0022 ^b	MS-0311-0001 ^b	MS-0370-0040 ^a

Applicable contract items include any modified standard or nonstandard item where the character of the work to be performed is considered placement of one or more of the asphalt materials specified in these Sections.

^a Price adjustments, when applicable, will be computed based on the Asphalt Material item quantity (gallon) only, as paid on current estimates.

^b When measured and paid for on a square yard basis, the tonnage of material placed will be determined from delivery tickets and the asphalt tonnage computed as specified in Section 110.04(b)4.a. The tonnage of material wasted, if any, will be agreed upon with the Contractor and deducted.

^c When measured and paid for on a Material Used Basis, price adjustments, when applicable, will be computed based on the Asphalt Material item quantity (gallon) only, as paid on current estimates.

^d Price adjustments, when applicable, will be computed as specified for the type of asphalt material used in the type of paved shoulder placed. Excludes shoulder backfill items.

^e Price adjustments, when applicable, will be computed based on the tonnage of asphalt cement used in the ultra-thin bonded wearing course only (i.e., excluding the asphalt cement used in the emulsified asphalt membrane).

(a) General. These price adjustment provisions apply only to projects where more than 100 tons of asphalt cement, including asphalt cement residue contained in emulsions or cut backs, will be used in the asphalt materials specified or indicated for placement.

The Department posts monthly index prices for asphalt cement (PG 64S-22) using price data obtained, on the last Wednesday of the preceding month, from a survey of producers who do business in Pennsylvania. Data provided by producers serving the eastern portion of the state is averaged to compute the index price for Zone 1 (Districts 3-0, 4-0, 5-0, 6-0, and 8-0). Data provided by producers serving the western portion of the state is averaged to compute the index price for Zone 3 (Districts 1-0, 10-0, 11-0, and 12-0). The index price for Zone 2 (Districts 2-0 and 9-0) is computed as the average of the index prices for Zone 1 and Zone 3.

The price index IB, will be the index price posted by the Department, determined as specified above, for the month in which the project is advertised.

The price index at the time of placement, IP, will be the index price posted by the Department, determined as specified above, for the month during which the applicable material is placed.

(b) Price Adjustment Criteria and Conditions. The following criteria and conditions will be considered in determining a price adjustment for asphalt materials:

1. No Price Adjustment. When the ratio IP/IB falls within the range of 0.90 to 1.10, no price adjustment will be made for any asphalt material placed during the relevant month.

2. Price Rebate. When the ratio IP/IB is calculated to be less than 0.90, the Department will receive an automatic price rebate determined according to the following formula:

$$P.R. = (0.90 - IP/IB) (Q) (IB)$$

where:

P.R. = Price Rebate

IP = Price Index for the last Wednesday of the month preceding the month in which the material is placed (One-Month Price Adjustment Period)

IB = Price Index

Q = Quantity tons of Asphalt in Mixture placed

3. Price Increase. When the ratio IP/IB is calculated to be greater than 1.10, the Contractor will receive a price increase determined according to the following formula:

$$P.I. = (IP/IB - 1.10) (Q) (IB)$$

where:

P.I. = Price Increase

IP = Price Index for the last Wednesday of the month preceding the month in which the material is placed (One-Month Price Adjustment Period)

IB = Price Index

Q = Quantity tons of Asphalt in Mixture Placed

4. Equivalent Tonnage.

4.a Ton Basis. For asphalt mixtures containing performance-graded (PG) asphalt binder or emulsified asphalt, which are measured and paid for on a ton basis; including Superpave HMA base, binder, and wearing courses; flexible base replacements, asphalt treated permeable base courses; stone matrix HMA wearing courses; asphalt wearing courses, FJ-1, FJ-1C, FB-2, and FB-1; asphalt binder courses, FB-2 and FB-1; manual asphalt patching; and polymer-modified emulsified asphalt paving systems (micro-surfacing), type RF; the equivalent tonnage is computed as follows:

$$\begin{array}{c} \text{Asphalt} \\ \text{Tonnage in} \\ \text{Asphalt Mixture} \end{array} = \left[\begin{array}{c} \text{Asphalt Mixture} \\ \text{Tonnage Placed} \end{array} \right] \times \left[\begin{array}{c} \text{Percent} \\ \text{Asphalt} \\ \text{by Weight*} \end{array} \right]$$

* If the asphalt mixture contains performance-graded (PG) asphalt binder, the Percent Asphalt will be obtained from the approved JMF (Form TR-448A, Job Mix Formula Report) for the asphalt mixture placed. The Percent Asphalt will be the “Virgin AC%” listed on the applicable JMF. If the asphalt mixture contains emulsified asphalt, the Percent Asphalt will be computed using the approved mix design for the type of asphalt mixture placed and Bulletin 25. The Percent Asphalt will be the percent emulsion in the asphalt mixture, as listed on the applicable mix design, multiplied by the minimum asphalt percent by weight for the class of emulsified asphalt used, as specified in Bulletin 25.

4.b Square Yard Basis. For asphalt mixtures containing performance-graded (PG) asphalt binder only (i.e., not including emulsified asphalt or cut-back asphalt), which are measured and paid for on a square yard basis; including Superpave WMA base, binder, and wearing courses; flexible base replacements, aggregate- asphalt base courses; stone matrix WMA wearing courses; asphalt wearing courses, FJ-1, FJ-1C, FB-2, and FB-1; asphalt binder courses, FB-2 and FB-1; and paved shoulders, types 1-F, 1-SP, 6-F, 6-SP, and 7; the equivalent tonnage is computed as follows:

$$\text{Asphalt Mixture Tonnage Placed} = (0.000375) (A) (D) (d)$$

where:

A = Surface Area (square yards)

D = Design Depth (inches)

d = Design Density* (pounds per cubic feet)

$$\left[\begin{array}{c} \text{Asphalt} \\ \text{Tonnage in} \\ \text{Asphalt Mixture} \end{array} \right] = \left[\begin{array}{c} \text{Asphalt Mixture} \\ \text{Tonnage Placed} \end{array} \right] \times \left[\begin{array}{c} \text{Percent} \\ \text{Asphalt} \\ \text{by Weight**} \end{array} \right]$$

* The Design Density will be obtained from the approved JMF (Form TR-448A, Job Mix Formula Report) for the asphalt mixture placed. The Design Density will be the “N_{des} Density” listed on the applicable JMF. If necessary, the Design Density (i.e., N_{des} Density) obtained from Form TR-448A will be converted to the proper units by multiplying by the density of water, 62.4 pounds per cubic foot.

** The Percent Asphalt will be obtained from the approved JMF (Form TR-448A, Job Mix Formula Report) for the asphalt mixture placed. The Percent Asphalt will be the “Virgin AC%” listed on the applicable JMF.

4.c Gallons per Square Yard Basis. For asphalt coatings or mixtures measured and paid for on a square yard basis, where asphalt material (i.e., performance-graded asphalt binder, emulsified asphalt, or cut-back asphalt) is used or applied on a gallons per square yard basis; including asphalt tack coats, asphalt prime coats, asphalt seal coats, asphalt surface treatments, slurry seals, and polymer-modified emulsified asphalt paving systems (micro surfacing); the equivalent tonnage is computed as follows:

$$\text{Asphalt Tonnage} = (0.004164) (A) (a) (g)$$

where:

A = Surface Area (square yards)

a = Actual Residue Application Rate* (gallons per square yard)

g = Specific Gravity of Asphalt Material**

* For asphalt tack coats, asphalt prime coats, asphalt seal coats, and asphalt surface treatments, the Actual Residue Application Rate will be the rate of application of the emulsified asphalt, cut-back asphalt, or performance-graded (PG) asphalt binder, as applicable, in gallons per square yard, as determined in the field according to PTM No. 747; multiplied by 100% if PG asphalt binder is used, or by the minimum asphalt percent by weight for the class of emulsified asphalt or cut-back asphalt used, as specified in Bulletin 25. For asphalt seal coats and asphalt surface treatments using pre-coated aggregate, the Actual Residue Application Rate for the asphalt precoating material will be the design rate of application of the coarse aggregate, in pounds per square yard; multiplied by the average of the minimum and maximum residual asphalt binder percent by weight for the type of asphalt precoating material used, as specified in Section 471.2(d); multiplied by 100% if PG asphalt binder is used, or by the minimum asphalt percent by weight for the class of emulsified asphalt or cut-back asphalt used, as specified in Bulletin 25; divided by the weight of water, 8.328 pounds per gallon. For slurry seals, the Actual Residue Application Rate will be the average of the minimum and maximum rate of application for the type of slurry seal constructed, in pounds per square yard, as specified in Section 482.2(e); multiplied by the percent emulsion in the asphalt mixture, as listed on the applicable mix design; multiplied by the minimum asphalt percent by weight for the class of emulsified asphalt used, as specified in Bulletin 25; divided by the weight of water, 8.328 pounds per gallon. For polymer-modified emulsified asphalt paving systems (micro-surfacing), the Actual Residue Application Rate will be the average of the yield value for the asphalt mixture calculated at the end of each day's application, in pounds per square yard; multiplied by the percent emulsion in the asphalt mixture, as listed on the applicable mix design; multiplied by the minimum asphalt percent by weight for the emulsified asphalt, as specified in Bulletin 25; divided by the weight of water, 8.328 pounds per gallon.

** The Specific Gravity of Asphalt Material will be obtained from the bill of lading provided with each shipment of asphalt material delivered to the project. If asphalt material from multiple shipments is placed or applied during the same one-month period, and the specific gravity reported on the bills of lading varies from one shipment to another, the Specific Gravity of Asphalt Material will be the average of the specific gravities reported on each applicable bill of lading.

4.d Gallon Basis. For asphalt coatings or mixtures where the asphalt material (i.e., performance graded asphalt binder, emulsified asphalt, or cut-back asphalt) used or applied is measured and paid for on a gallon basis; including asphalt tack coats, asphalt prime coats, and asphalt material for cold recycled asphalt base courses, asphalt wearing courses FB-1, asphalt binder courses FB-1, asphalt seal coats and asphalt surface treatments; the equivalent tonnage is computed as follows:

$$\text{Asphalt Tonnage} = (0.004164) (V) (g) (p)$$

where:

V = Volume of Asphalt Material (gallons)

G = Specific Gravity of Asphalt Material*

P = % Asphalt**

* The Specific Gravity of Asphalt Material will be obtained from the bill of lading provided with each shipment of asphalt material delivered to the project. If asphalt material from multiple shipments is used, placed, or applied during the same one-month period, and the specific gravity reported on the bills of lading varies from one shipment to another, the Specific Gravity of Asphalt Material will be the average of the specific gravities reported on each applicable bill of lading.

** For other than performance-graded (PG) asphalt binder (% Asphalt = 100%), the % Asphalt will be the minimum asphalt percent by weight for the class of emulsified asphalt or cut-back asphalt used, as specified in Bulletin 25.

5. Expiration of Contract Time. If asphalt materials or mixtures are placed after expiration of contract time and liquidated damages are chargeable, the value for IP used to compute the price adjustment will be either the price index at the time of actual placement or the price index at the time contract time expired, whichever is less.

6. Approval. Should the price index at time of placement, IP, indicate an increase of 50% or more over the price index, IB, do not furnish asphalt material for the project without prior written approval.

7. Payment/Rebate. The price adjustment will be paid, or rebated, upon approval of a work order to be prepared after completion of all work. Cumulative price adjustments amounting to less than \$500 will be disregarded. Upon written request by the Contractor, partial payments may be made, before total completion, when the unpaid accrued price increase exceeds \$10,000 or once every 12 months.

8. Inspection of Records. The Department, through the Office of Inspector General, reserves the right to inspect the records of the prime contractor and its subcontractors and material suppliers to ascertain actual pricing and cost information for the asphalt cement used in the asphalt materials incorporated in the work.

9. Extra Work. If applicable items of work, as specified herein, are added to the contract as extra work, as specified in Section 110.03, no price adjustment will be made for fluctuations in the cost of asphalt cement used in any asphalt materials placed in the performance of the extra work, unless otherwise approved. The current price for asphalt cement is to be used when preparing required backup data for extra work to be performed at a negotiated price. For extra work performed on a force account basis, reimbursement for material costs along with the specified overhead and profit markup will be considered to include full compensation for the current cost of asphalt cement.

110.05 CURRENT ESTIMATE PAYMENTS—Current estimate payments will be processed based upon assessments made by the Department as work is satisfactorily completed. Processing of estimate payments will begin on the first estimate date established following the Notice to Proceed Date or indicated in the special provisions. No estimate payments will be processed before the Notice to Proceed Date. Current estimate payments exceeding \$1,000 will be processed by the Department at semimonthly intervals, or more frequently, as work progresses. Current estimate payments amounting to less than \$1,000 may be processed monthly. Final payments amounting to between - \$10 and +\$10 will be disregarded. Partial payments do not bind the Department to the acceptance of any material furnished or work performed.

Within 7 calendar days of the receipt of current estimate and final payments from the Department, pay all subcontractors their earned share of the payments, including all retainage, provided the terms and conditions of the applicable subcontract or purchase agreement have been reasonably met.

110.06 MATERIAL STORED OR ON HAND—

(a) Stored Material. The Representative may authorize payment for certain material, using form CS-110, before its incorporation into the work. Upon the Contractor's written request and the Representative's written approval, the Contractor may be paid 100% of the cost of the material, less the pro-rata share of the retainage, if any; provided the quantity of stored material does not exceed the total estimated quantity required to complete the project, the cost is at least \$1,000 but does not exceed 90% of the contract price of the applicable contract item or component item, and the accumulative costs do not exceed 25% of the current contract amount. The cost of the material is that amount to be paid by the Contractor as evidenced by invoices. Fabricated structural steel that is to receive a protective coating may be approved for prepayment at 75% of the contract price of the applicable contract item or component item, before application of the coating, provided the structure has been fully fabricated and preassembly of field connections has been made.

Payment for stored material will not be authorized until the material has been delivered to the project site or an approved location in the vicinity of the project, is inspected by the Representative to ensure the material is in a satisfactory condition and of sufficient quantity, is stored in an approved manner, and conforms to the requirements specified in this Section and Section 106.03. Identify stored material by project designation and set apart from other

COLLECTIVE BARGAINING AGREEMENT

Between

EAST FALLOWFIELD TOWNSHIP

And

TEAMSTERS LOCAL 107, *affiliated with the*
INTERNATIONAL BROTHERHOOD OF TEAMSTERS

January 1, 2026 through December 31, 2028



ARTICLE 1 PREAMBLE

This agreement entered into by East Fallowfield Township, hereinafter referred to as the Employer, and Highway Truck Drivers & Helpers Local 107, affiliated with the International Brotherhood of Teamsters, hereinafter referred to as the Union, has as its purpose the promotion of harmonious relations between the Employer and the Union; the establishment of an equitable and peaceful procedure for the resolution of differences; and the establishment of rates of pay, hours of work and other terms and conditions of employment (the "Agreement").

ARTICLE 2 UNION RIGHTS

Section 1. Visitation Rights

The accredited representatives of the Union shall be permitted to enter the Employer premises during the working hours, after checking in at the office, with the provision that at no such time shall such visitation rights interfere with the work requirements of any employee, or the operational requirements of his or her department, or the Employer.

Section 2. Bulletin Board

The Union may post its official notices, pamphlets and bulletins on its bulletin boards in the areas so designated, provided that such material is signed, dated and clearly identified as to source. No such material shall be posted which is profane, obscene or defamatory of the Employer or its representatives, or to any individual. The Employer will supply the bulletin board. The Union's right to use the bulletin board shall be non-exclusive.

ARTICLE 3 UNION SECURITY/COLLECTION OF DUES

Section 1. Membership

Any employee who, on the effective date of this agreement, has joined the Union, or who joins the Union in the future, must, as a condition of employment, remain a member for the duration of this agreement, with the provision that any such employee may resign from the Union during a period of fifteen (15) days prior to the expiration date of this agreement.

Section 2. Dues Checkoff

The Employer agrees to deduct from the pay of all employees covered by this agreement the dues, initiation fees and/or uniform assessments of the Local Union having jurisdiction over such employees, and agrees to remit to said Local Union all such deductions prior to the end of

the month for which the deduction is made. Written authorization for the deduction shall be submitted by the employee in the form supplied by the Union and required by the Employer.

The Local Union shall certify to the Employer, in writing each month, a list of its members working for the Employer who have furnished to the Union the required authorization, together with an itemized statement of dues, initiation fees (full or installments), or uniform assessments owed, to be deducted for such month, from the pay of such member, and the Employer shall deduct such amount from the first paycheck following receipt of statement of certification of the member and remit to the Local Union in one lump sum.

The Employer shall add to the list submitted by the Local Union the names of all regular new employees hired since the last list was submitted and delete the names of employees who are no longer employed.

Section 3. Agency Shop

- A. Membership in the Local Union is not compulsory. Employees have the right to join, not join, maintain or drop their membership in the Local Union as they see fit. Neither party shall exert any pressure on, or discriminate against, an employee as regards such matters.
- B. Membership in the Local Union is separate, apart, and distinct from the assumption by one of his equal obligation to the extent that he receives equal benefits. The Local Union is required, under this agreement, to represent all of the employees in the bargaining unit fairly and equally without regard to whether or not an employee is a member of the Local Union. The terms of this agreement have been made for all employees in the bargaining unit and not only for members in the Local Union, and this agreement has been executed by the Township after it has satisfied itself that the Local Union is the choice of the majority of the employees in the bargaining unit. Accordingly, it is fair that each employee in the bargaining unit pay his own way and assume his fair share of the obligations along with the grant of equal benefits contained in this Agreement.
- C. In accordance with the policy set forth under subparagraphs A and B of this section, all employees shall, as a condition of continued employment, pay to the Local Union, the employees' exclusive collective bargaining representative, an amount of money equal to that paid by other employees in the bargaining unit who are members of the Local Union, which shall be limited to an amount of money equal to the Local Union's regular and usual initiation fees, and its regular and usual dues. For present employees, such payment shall commence thirty-one (31) days following the effective date or on the execution date of this agreement, whichever is the later, and for new employees, the payment shall start thirty-one (31) days following the date of employment.

Section 4. D.R.I.V.E. AUTHORIZATION AND DEDUCTION

The Employer agrees to deduct from the paycheck of all employees who submit authorization cards and are covered by this Agreement, voluntary contributions to D.R.LV.E. D.R.LV.E. shall notify the Employer of the amounts designated by each contributing employee that are to be deducted from his/her paycheck on a weekly basis for all weeks worked. The phrase “weeks worked” excludes any week other than a week in which the employee earned a wage. The Employer shall transmit to:

**National D.R.I.V.E.
P.O. Box 758637
Baltimore, MD 21275**

Send on a monthly basis, in one check the total amount deducted along with the name of each employee on whose behalf a deduction is made, the employee's social security number and the amount deducted from the employee's paycheck. No such authorization shall be recognized if in violation of State and Federal law. No deductions shall be made which are prohibited by applicable law.

Section 5.

The Union shall indemnify and hold the Employer harmless against any and all claims, suits, orders, or judgments brought or issued against the Employer as a result of the action taken or not taken by the Employer under the provisions of this Article.

**ARTICLE 4
JOB STEWARD**

Section 1. Duties and Activities

The Employer recognizes the right of the Union to designate one job steward. The authority of designated job steward shall be limited to, and shall not exceed, the following duties and activities:

- A. The investigation and presentation of grievances in accordance with the provisions of the collective bargaining agreement, the collection of dues, when authorized by appropriate Union action, provided it is not done during working hours.
- B. The transmission of such messages and information which shall originate with, and are authorized by, the Local Union, or its officers, provided such messages and information:

- (1) have been reduced to writing, or
- (2) if not reduced to writing, are of a routine nature and do not involve work stoppages, slowdowns, refusals to handle goods or any other interference with the Township's business.
- (3) The activities described in this subsection B, (1) and (2), shall not interfere with or interrupt the work of the steward and/or other employees.

Section 2. Steward Authority

Job stewards have no authority to take strike action, or any other action interrupting the Employer's business, except as directly or indirectly, expressly or impliedly authorized by official action by the Union, in which event, the Union shall have full legal responsibility therefore.

The Employer shall have the authority to impose proper discipline, including discharge, in the event the job steward has taken unauthorized strike action, slowdown or work stoppage in violation of this agreement. This provision shall not exclude Union liability if the vocative conduct is authorized by the Union or its lawful representatives.

Section 3. Release for Grievance Investigation

Stewards, after receiving authorization from their respective supervisors, shall be permitted to leave their immediate work area to investigate, present and process grievances on or off the property of the Township without loss of time and/or pay, provided that such time shall not exceed one (1) hour at the beginning of the steward's shift or one (1) hour at the end of his shift. Such time shall be used in computing weekly overtime. This provision shall not apply to attendance at arbitration hearings or other legal proceedings to which the Union is a party, in which case the Steward shall be responsible for utilizing other available paid or unpaid leave.

Section 4. Superseniority

Job stewards shall be granted superseniority during their terms of office for layoff and recall purposes, only.

Section 5. Steward Identity

The Union shall notify the Employer who the Steward is, and shall promptly notify the Employer if any changes thereof.

ARTICLE 5

NO STRIKE/LOCKOUT PLEDGE

Section 1. No Strike

Neither the Union nor any employees shall engage in any strike, sympathy strike, work stoppage, walk out, slow down, sit-in, collective refusal to work overtime, cessation or stoppage or interruption of work, boycott, refusal to cross a picket line, or other interference with the operations of the Employer, nor shall they prevent or attempt to prevent the access of any person to the Employer's facilities for any reason whatsoever, or interfere or attempt to interfere with the Employer's provision of services to its residents during the life of this Agreement.

Section 2. No Lockout

The Employer shall not lock out employees for the duration of this Agreement.

Section 3. No Strike Assistance

The Union shall not authorize, assist, encourage, participate, sanction, ratify, condone or lend support to any of the actions specified in Section 1. Should any action specified in Section 1 occur, the Union shall, within two (2) hours of a request by the Employer, publicly disavow such action by the employees, notify each and every individual employee of its disapproval of such action and that such conduct is unlawful, and instruct each employee to cease such action and to return to work immediately.

Section 4. Remedies

When any employee engages in activity prohibited by this Article, the Employer may resort to courts of competent jurisdiction or the Grievance Procedure set forth in Article 21. The right of the Employer to seek injunctive relief in Court against any action in breach of this Article without prior submission to the Grievance Procedure of Article 21 is expressly authorized by the Union.

Neither the Union nor an employee shall have the right to grieve or arbitrate the level of discipline, including discharge, imposed by the Employer on an employee for a violation of this Article.

ARTICLE 6

MANAGEMENT RIGHTS

Except as specifically and directly limited by the express written terms of this Agreement, the functions and responsibilities of the Employer are retained and vested exclusively in the Employer.

The rights reserved in the Employer include all matters of inherent managerial policy including, but not limited to, the right to manage, control, and direct its workforce, to assign, reassign, schedule and reschedule work hours, shifts, and shift systems; to hire, layoff, recall,

transfer, promote, demote, retrain, reprimand, or fill (or not fill) a vacancy in positions; to suspend, discharge or otherwise discipline employees for just cause; to determine and from time to time change the number, location and types of its operations, and the methods and processes to be employed; the right to plan, direct and control the operation of all equipment and property; to exercise discretion in areas of policy such as the functions and programs of the Employer, standards of service, overall budget; utilization of technology, the organizational structure and the selection and direction of personnel.

The Employer further reserves the right to subcontract work, to establish and/or implement new technology, equipment or methods/policies to control said technology usage in the workplace; to establish and/or implement policies including, but not limited to the use of technology, to monitor employee performance and locations; to establish, combine or change job qualifications, job descriptions and the overall competency and ability required for each position; to establish, revise and administer practices, policies, procedures and regulations; to issue general directives, orders, codes of conduct or procedures describing policy in the implementation of policy in all public functions; to control and regulate the use of facilities, supplies, equipment, and other property of the Employer; to establish or change standards to otherwise assist the Employer attain and maintain full operating efficiency and effectiveness of the Employer to insure that the parties promote the highest quality service to the public and taxpayers as possible.

The management rights set forth in this Article are by way of example and not by way of limitation and specifically are not limited by “prior practices” or “side agreements” which existed prior to this Agreement which are not expressly incorporated herein.

ARTICLE 7 HOURS OF WORK AND PREMIUM TIME

Section 1. Regular Work Week

The regular work week for all employees will be five (5) consecutive days of eight (8) hours, Monday through Friday, with a starting time of 7:00 a.m. and a quitting time of 3:00 p.m. Any employee who arrives late will be paid for time worked only. The Township reserves the right to alter the regular work week shift in emergency situations. Each employee shall receive a thirty (30) minute paid lunch break.

Employees shall punch the time card to begin and end each shift and lunch break. Employer shall, in its sole discretion, be entitled to implement time card machines, inclusive of the use of fingerprinting technology, in the future.

Section 2. Premium Time

Employees are not to perform work beyond their regularly scheduled shift hours without prior approval by the Board of Supervisors or its designee.

Section 3. Entitlement

Premium time will be subject to seniority, the most senior employees having the right of refusal. If senior employees refuse, junior employees shall be forced to work. If, in the discretion of the Employer, the amount of work requires senior employees to work in addition to junior employees, senior employees shall also be forced to work.

Section 4. Guarantee

Any employee who is called into work or who struts to work on any day, shall be paid for a full day's work of eight (8) hours, unless the employee voluntarily leaves work early for personal reasons, leaves work early for sickness (in which case the employee shall be entitled to utilize accrued sick leave), or the Employer directs the employee to leave for work for disciplinary or safety reasons.

ARTICLE 8
SUBCONTRACTING

The Township agrees that it will not subcontract any work which, by past practice or tradition, it has not heretofore subcontracted. The Township may subcontract work that either the employees are incapable of completely performing, or which the Township lacks the necessary manpower and/or equipment with which to perform such work.

ARTICLE 9
SENIORITY

Section 1. Definition

For the purpose of this Agreement, the term "seniority" means a preferred position for expressed, specific, purposes which one employee within the unit may have over another employee because of the greater length of continuous service from his or her last date of hire with the Employer.

Section 2. Loss of Seniority

An employee's continuous service shall be broken so that no prior period or periods of employment in the bargaining unit shall be counted and his or her rights to seniority shall cease upon the following:

- A. Voluntary termination of employment.
- B. Discharge for just cause or job forfeiture.
- C. When recalled after layoff, upon the failure to return to work within a period of five (5) work days after the employee has received notification by certified mail to so

return, provided, however, if the employee notifies the Township by certified mail that he or she is not immediately available for work, but wishes to remain on the seniority list, he or she shall be retained on such list for a period of two (2) weeks.

- D. Acceptance of other employment while on leave.
- E. Layoff in excess of one (1) year.
- F. Illness or disability in excess of one (1) year.

When an employee whose continuous service has been broken by any of the causes listed in the above section, and is re-employed subsequent thereto, the employee shall begin as a new employee of the Employer.

Section 3.

A. Temporary Employee

The Employer may hire temporary employees to replace employees who are absent, the Employer may, at its discretion, hire temporary employees for such duties as grass cutting, leaf collection, and ice/snow removal, for a period not to exceed ninety (90) calendar days.

Temporary employees shall be compensated at an hourly rate fixed by the Township and shall not be entitled to any benefits under this Agreement.

B. Probationary Period

All newly hired bargaining unit members (i.e., "Probationary Employees") shall serve a ninety (90) day probationary period effective from the date of hire. The Employer has the right, in its sole discretion, to extend the probationary period for an additional ninety (90) day period to further evaluate the performance of the Probationary Employee. During the probationary period, as may be extended, the Employer may terminate the employment of a Probationary Employee for any lawful reason (i.e., just cause is not required). During this period, a Probationary Employee shall be employed "at will" in accordance with Pennsylvania law and shall have no grievance rights under this Agreement.

All newly hired bargaining unit members must successfully complete a sixty (60) day probationary period before they are entitled to any health and welfare benefits as defined in this Agreement. An employee must possess and maintain a CDL within six months of time of hire.

Section 4. Posting of Seniority List

The Employer shall post, semi-annually, on the bulletin board, seniority lists for the bargaining unit.

Section 5. Determination

The seniority of employees who are hired on the same day shall be determined by the drawing of “lots.”

**ARTICLE 10
LAYOFFS**

Section 1. Order of Layoff/Recall

When, in the sole opinion of the Employer, it is necessary to reduce the working force, the least senior employees shall be laid off first.

**ARTICLE 11
VACANCIES**

Section 1. Posting of Vacancies

When a vacancy occurs in the bargaining unit(s), the Employer will post notice of such vacancy for a period of ten (10) work days, at appropriate work locations. The notice shall state which job(s) are open, how many openings exist, how the bid is to be made, and the time limit for filing bid and filling the vacancy.

Section 2. Filling of Vacancies

With respect to vacancies, the following bidding procedure shall apply:

- A. First preference will be accorded to any bidder who is the most senior employees in the bargaining unit.
- B. It is understood and agreed that any bidder must possess the necessary qualifications, skill and ability to perform the functions, duties and responsibilities of the job to the satisfaction of the Employer within sixty (60) days after assuming said position.
- C. The second vacancy, which is created by a successful bidder, shall be subject to further bid, and the Employer will repeat the above procedure.
- D. In the event the vacancy is not filled in accordance with the subsections above, the Employer may fill the vacancy from an outside source.
- E. This Section shall not apply to the position of Road Foreman, *i.e.*, the appointment of a Road Foreman shall be made in the sole discretion of the Employer.

Section 3. Employee Trial Period

Any employee who fails to qualify within the prescribed sixty (60) calendar day trial period, shall be permitted to return to his former job without loss of seniority and shall receive the applicable rate of such former job.

ARTICLE 12 WAGES

Section 1. Wages.

- a) Existing Employees - Wages. Effective January 1 of each year, all existing employees shall receive the following increase to their base hourly wage rate:

2026	4%
2027	4%
2028	4%

CLASSIFICATION	2026	2027	2028
FOREMAN	\$36.00	\$37.44	\$38.94
ASST. FOREMAN	\$34.46	\$35.84	\$37.27
LABORER	\$32.01	\$33.29	\$34.62

b) In the absence of the Foreman (full-days only) the Township shall pay the foreman rate to an employee who has been designated by the Township to act in the capacity of the Foreman.

c) New hires (both part time and full time) shall be hired at the rate of \$26.22 per hour in 2026; \$27.27 in 2027 and \$28.36 in 2028. After six (6) months of work, the new hire's wage shall be increased to 85% of the then-applicable Job Rate. For purposes of this Section, the Job Rate shall be defined as the wage rate of the lowest paid existing full-time employee (existing as of the date that this Agreement is executed by the parties), subject to future contractual wage increases given to that employee.

After completion of twelve (12) calendar months of work, the new hire's wage shall be increased to 90% of the then-applicable Job Rate. After completion of eighteen (18) calendar months of work, the new hire's wage shall be increased by 95% of the then-applicable Job Rate. After the completion of twenty-four (24) calendar months of work, the new hire's wage shall be increased to 100% of the Job Rate.

ARTICLE 13 HEALTH AND WELFARE

Section 1. Effective July 1, 2026, or as soon as practicable thereafter, the Employer agrees to remit contributions to the Teamsters Health and Welfare Fund of Philadelphia and Vicinity in the manner described in the Sections below.

Section 2. Employees shall contribute ten percent (10%) of the actual cost to the Employer for their membership in the Health and Welfare Fund. Employee contributions shall be automatically deducted by the Employer in equal installments from Employee paychecks.

Section 3. Effective July 1, 2025, or as soon as practicable thereafter, the Employer shall contribute to the Teamsters Health and Welfare Fund of Philadelphia and Vicinity (hereinafter "Health and Welfare Fund") for and on behalf of each employee of the Employer covered by the terms of this Agreement, the sum of \$10.3975 per hour. In the event adverse claims experience would otherwise require a reduction in any benefit program during the term of this Agreement, the Employer's contribution, as set forth in this Section, shall be increased in such amounts and at such times as the Trustees may determine to be necessary to maintain the benefit programs at the levels in effect as of the date of the contribution increase, but in any event, such increase may not exceed a maximum of ten percent (10%) per contract year as needed.

Section 4. The Employer contributions referred to above shall cover medical, dental, vision, disability, prescription and death benefits. The nature and amount of such benefits shall be determined from time to time by the Trustees of the Health and Welfare Fund.

Section 5. Contributions shall be made by the Employer as set forth in Section 3 above for each regular or probationary employee who performs work covered by this Agreement. Additionally, if an employee is absent because of illness or off-the-job injury for two (2) consecutive weeks and notifies the Employer of such absence, the Employer shall make the required contributions to maintain the employee's eligibility during such period of absence for a maximum of four (4) weeks, at which time the employee's health insurance coverage shall end. If an employee is injured on-the-job, the Employer shall continue to pay the required contributions until such employee returns to work; however, during any period of such on-the-job injury, such contributions shall not be paid for a period of more than six (6) months.

The amount of contribution payable under this Section shall be that required to maintain the employee's eligibility during such period of absence.

Section 6. The sums required by Section 2 above shall be remitted monthly to the Health and Welfare Fund. Such monthly payment shall be submitted to the Health and Welfare Fund on or before the fifth (5th) day of day of the month for that month's Health and Welfare benefit eligibility.

Section 7. The Employer shall complete and deliver to the Health and Welfare Fund, on forms supplied by the Health and Welfare Fund, an Employer's report stating the name and social security

number of each regular, probationary, extra or casual employee employed by the Employer during the calendar month.

Section 8. The Trustees of the Health and Welfare Fund shall have the right to require the Employer to make available to the Trustees or their duly accredited representatives, all time cards, payroll records, social security records, withholding tax records for the employees covered by this Agreement.

ARTICLE 14 PENSION

The Employer shall continue to offer the existing retirement plan in accordance with Township Ordinance No. 2010-02. The Township shall contribute six percent (6%) into the employees' Township pension.

ARTICLE 15 OVERTIME

Section 1. Overtime Premium

Any employee covered herein shall receive one and one-half (1 and ½) times their regular hourly rate of pay for all hours actually worked in excess of forty (40) hours in any work week; except employees shall receive one and one-half (1 and ½) times their regular rate of pay for all hours actually worked when ordered to report to work outside of a regular shift for snow plowing and/or salting regardless of the total hours worked in a day or week (e.g., even in a work week when an employee actually worked less than forty (40) hours). Any employee covered herein shall also receive one and one-half (1 and ½) times their regular hourly rate of pay for all hours actually worked in excess of eight (8) hours in any work day.

There shall be no duplication or pyramiding of any premium pay provided under the provisions of this Agreement for the same hours worked.

Overtime scheduled after all employees have returned home will be offered in seniority order, with the most-senior employees being offered the work opportunity first. Senior employees may refuse this overtime; junior employees will be forced to work, with the understanding that all jobs must be covered. If, in the discretion of the Employer, the amount of work requires senior employees to work in addition to junior employees, senior employees shall also be forced to work (*i.e.*, both members of a two member bargaining unit may be forced to work irrespective of seniority, in the discretion of the Employer). In the event that it is determined by an arbitrator that the Employer violated this paragraph in the assignment of overtime, the exclusive remedy for such a violation shall be the award the senior employee with the opportunity to work for the amount of hours to which he or she was not properly assigned, *i.e.*, the arbitrator shall not award a cash payment for lost overtime.

Employees may choose to receive Comp. Time at one and a half (1 and ½) hour for each hour of overtime worked. Each employee may accrue up to twenty (20) hours of Comp Time. Comp Time must be used by December 31st of the year earned. Comp. Time not used by December 31st of the year earned shall be paid to the Employee by January 31st at the rate earned. The requested use of Comp Time shall be at the Employer's discretion, in light of the Employer's staffing requirements on the date(s) that the employee requests to use the Comp Time. It shall be the choice of the employee as to whether to receive Comp Time or overtime.

Section 2. Call-In Guarantee

Any employee called in to work by the Board of Supervisors or its designee at a time when he or she is not regularly scheduled shall be guaranteed a minimum of three (3) hours of work at his or her regular rate of pay. Said hours shall be calculated from the time he or she commences work and shall be used in the computation of overtime pay. The Employer reserves the right to assign the employee work for the entire three (3) hour period.

ARTICLE 16
LEAVES OF ABSENCE

Section 1. Sick Leave

- (a) Existing employees shall be entitled to fifteen (15) paid sick days on January 1 of each year. Employees hired after June 1, 2016 shall be entitled to ten (10) paid sick days on January 1 of each year.
- (b) An employee on a paid leave of absence shall not accrue sick leave beyond the first ninety (90) days of the leave.
- (c) An employee on an unpaid leave of absence shall not accrue sick leave.
- (d) Sick days may be accrued from year to year. If an employee exceeds, in any year, the days of paid sick leave for which he is eligible, the leave shall be unpaid.
 - A. Proof of illness, in the form of a “return to work” medical certificate, shall be required if an employee is absent for three (3) or more consecutive work days, or if the illness occurs during an employee’s scheduled vacation leave.
 - B. Any employee who is sick and will not be reporting to work on that day, must telephone the Road Foreman of his or her intent to take a sick day. The Road Foreman shall report all sick leave requests to the Township Secretary. Except for cases involving an emergency, notification should be made at least one hour prior to the scheduled start of the employee’s shift. In the case of an emergency, the employee must notify the Road Foreman as soon as practical. Failure to follow reporting requirements will result in

an unexcused absence which will not be compensated, and which may result in disciplinary action.

- (e) Paid sick leave benefits must be taken contemporaneous with or before an employee applies for short term and/or long term disability benefits. The Township agrees to see back unused sick time at \$100 a day and/or up to \$500 a week for a maximum of 40 hours.
- (f) Upon normal retirement, an Employee shall be entitled to a reimbursement of twenty-five (25%) of his accrued but unused sick leave up to a maximum of two-hundred (200) accrued days in accordance with existing policy, *e.g.*, 25% of 200 days constitutes a 50 day maximum cash out benefit.

Section 2. Bereavement Leave

Upon the death of an employee's father, mother, sister, brother, spouse, child, grandparents, grandchild, mother-in-law or father-in-law, step family member or half-sibling with one parent in common in a shared household, a full-time employee may be granted up to three (3) scheduled days of bereavement leave with pay to attend the funeral and/or service.

Upon the death of an employee's Aunt or Uncle, a full-time employee may be granted one (1) scheduled day with pay to attend the funeral and/or service.

As a condition for payment of bereavement pay, the Employer may require a presentation of proof of death.

Section 3. Jury Duty Leave

Employees called for jury duty, or subpoenaed to attend court as a witness when the Employee is not a party, shall be granted a leave of absence while attending court. The Employee shall notify the Road Foreman of the necessity of jury duty or court duty as far as possible in advance. The Road Foreman shall notify the Township Secretary of all requests for jury duty or court duty. Employees required to attend court, either as a juror or witness, shall, insofar as practical, perform their duties before court convenes, or after it adjourns. Employees on jury duty or subpoenaed as a witness shall be compensated the difference between their regular rate of pay and the amount received by them for such duty.

Section 4. Other Unpaid Leave

Leaves of absence without pay may be granted for such purposes and for such periods of time not to exceed ninety (90) days, as may be authorized by the Employer. Said leaves may be extended at the discretion of the Employer.

Any employee granted such leave shall make suitable arrangements for the continuation of his or her medical insurance contribution payments, prior to requesting approval of the leave.

Any employee who is absent from work without authorization shall be considered absent without leave and shall receive no compensation for the period of absence, and may be subject to disciplinary action. In the event said unauthorized leave exceeds three (3) days, the employee automatically terminates his or her employment, and waives his or her right to grieve or arbitrate the termination.

The following violations of this leave provision shall be cause for immediate discharge under the terms of this Agreement and no prior warning shall be required:

- A. Failure to return to work as scheduled after the expiration of such leave.
- B. Working elsewhere while on leave.
- C. Falsifying a leave application form.

Section 5. Effect on Computation of Overtime

Time spent in any of the foregoing leave statuses provided in this Article shall not be considered as time worked for purposes of computing overtime pay.

ARTICLE 17 VACATIONS

Section 1. Entitlement

Full time employees shall earn vacation according to their seniority determined as of the date of most recent hire.

An employee on a paid leave of absence shall not accrue vacation leave beyond the first ninety (90) days of the leave. An employee on an unpaid leave of absence shall not accrue vacation leave.

Vacation leave with pay shall be granted in accordance with the following schedule:

<u>Years of Service</u>	<u>Entitlement</u>
After 1 year	1 week
After 3 years	2 weeks
After 8 years	3 weeks
After 15 years	4 weeks
After 25 years	5 weeks

Employees hired prior to June 1, 2016 will continue to accrue their current vacation allotment until their accruals are increased under the schedule above. No current employee will have his or her current vacation allotment reduced.

Section 2. Vacation Periods

One week of vacation leave may be used as single days, and a second week's vacation can be used by single days, with approval of the Board of Supervisors or the Board liaison to the Road Department. The employee with the greater seniority shall be given his choice of vacation for two (2) weeks' vacation on a seniority basis, with each employee picking two (2) weeks at a time. Vacations shall be granted throughout the calendar year; however, there is a limit of one employee on vacation leave at any one time. Vacation leaves may not accumulate beyond the year in which the leave accrues. All vacations must be taken in the year of eligibility. Unused vacation shall be forfeited.

Section 3. Separation from Employment

Any employee who is laid off, resigns, quits, retires or otherwise separated from employment shall be compensated for his proportionately accrued vacation entitlement as soon as possible after severance, provided that the employee provides the Employer with a minimum of two week notice prior to severance and reports to work for the full two week period. Any employee discharged for cause shall not have his or her vacation prorated and shall receive no vacation pay.

Section 4. Integers

Vacations may be taken in integers of weeks or lesser periods, provided same is authorized.

Section 5. Effect on Computation for Overtime

Time spent on vacation leave shall not be considered as time worked for purposes of computing overtime pay.

ARTICLE 18 HOLIDAYS

Section 1. Entitlement

The following days shall be recognized as paid holidays for eligible Employees:

New Year's Day
Martin Luther King Day
Presidents' Day
Memorial Day
Juneteenth
Independence Day

Labor Day
Veterans Day
Thanksgiving Day
Day after Thanksgiving
Christmas Eve
Christmas Day

If the legal holiday falls on a Saturday, the paid holiday shall be the preceding Friday. If the legal holiday falls on a Sunday, the paid holiday shall be the following Monday.

Section 2. Eligibility

An employee on a paid leave of absence shall not accrue eligibility for holiday payment beyond the first ninety (90) days of the leave. An employee on an unpaid leave of absence shall not be eligible for holiday payments.

The employee must have satisfactorily completed the probationary period, as may be extended, to be eligible for paid holidays.

The employee is also required to have worked the scheduled work day immediately preceding the holiday and the scheduled work day immediately following said holiday, unless the employee is on a pre-approved vacation leave.

Section 3. Compensation for Holiday Worked

Any employee who is scheduled to work on any holiday set forth in Section 1 of this Article shall be compensated at the rate of two (2) times his regular hourly rate of pay. In no case shall an employee receive more than double pay for working on any holiday.

Section 4. Effect on Computation of Overtime

Holidays shall not be considered as time worked for purposes of computing overtime pay.

ARTICLE 19
PERSONAL LEAVE

After one year of service, full-time employees shall receive one day of paid personal leave. After five years of service, full-time employees shall receive two (2) days of paid personal leave.

An employee on a paid leave of absence shall not accrue personal leave beyond the first ninety (90) days of the leave. An employee on an unpaid leave of absence shall not accrue personal leave.

Personal leave shall not be accrued or carried over to the next year or cashed in at the end of the year. Unused personal leave will not be paid upon separation of employment.

Personal Leave shall not be considered as time worked for purposes of computing overtime pay.

ARTICLE 20
DISCHARGE OR DISCIPLINARY ACTION

Section 1. Just Cause

Except as otherwise provided in this agreement, the Employer shall not discharge or discipline any employee without just cause.

In all cases involving the discharge or discipline of an employee, the Employer shall notify the employee in writing of the reason for the discharge or discipline. Written notice shall also be given to the job steward, and a copy mailed to the Union office, within seventy-two (72) hours from the time of the discharge or discipline.

Section 2. Immediate Discharge

The following offenses shall constitute just cause for immediate discharge, without adhering to the progressive disciplinary procedure described in Section 1 of this Article.

- A. Refusal to perform or complete a work assignment, provided the work assignment is lawful.
- B. Physical assault on supervisor or employee while on duty or off duty.
- C. Theft or embezzlement of Employer monies or property regardless of value or length of service.
- D. Conviction of any felony.
- E. Revocation of driver's license because of driving under the influence of alcohol or illegal substance(s), or the concealment of the suspension of said driving privileges.
- F. Sleeping on the job.
- G. Willful destruction of Township property and/or equipment.
- H. Reporting to work while under the influence of alcohol and/or illegal substance(s).
- I. Possession or use of weapon while on duty and/or while on Employer property.
- J. Possession of open alcohol container and/or possession of any illegal substances while on duty and/or while on Employer property.
- K. Intentionally or willfully sabotaging the equipment of the Employer or its contractor(s) or agent(s).
- L. Falsification of an employee time card, or the punching/marking a time card that is not the employee's own time card.
- M. Dishonesty.

Section 3. Other Offenses

All other offenses not specifically set forth in Section 2 of this Article shall be subject to a progressive disciplinary policy. The level of discipline imposed under the policy shall range from verbal and/or written reprimands up to an including discharge. Verbal warnings and written reprimands shall not be subject to the grievance procedure or arbitration. However, in the event an employee is disciplined or discharged in accordance with progressive discipline based in whole or in part on a verbal or written reprimand that was not grievable, the employee shall be entitled to dispute the verbal or written reprimand in the proceeding appealing the more severe progressive discipline.

The specific level of discipline shall be determined by the Employer on a case-by-case basis, in its sole discretion. Factors that the Employer shall consider in determining the level of discipline to impose include, but are not limited to, the nature and severity of the offense, the number of times in which the employee has committed the offense in the past, the totality of the circumstances, aggravating and mitigating facts, as well as any other pertinent information that may be available to the Employer. The existence of a progressive discipline policy shall not preclude the Employer from bypassing lower levels of discipline in any given case, when deemed appropriate to do so by the Employer.

Section 4. Reckoning Period

The Employer shall be permitted to rely upon discipline for a period of 18 months. This means that in the event an Employee commits no similar offenses or misconduct related to the prior discipline during the 18 month period subsequent to the discipline, the Employer shall not rely upon the prior discipline for purposes of applying future progressive discipline.

ARTICLE 21 GRIEVANCE PROCEDURE

Section 1. Grievance Steps

A grievance is a dispute concerning the interpretation, application or alleged violation of a specific term or provision of this agreement, except that neither the Union nor an employee shall have the right to grieve or arbitrate verbal or written reprimands. However, in the event an employee is disciplined or discharged in accordance with progressive discipline based in whole or in part on a verbal or written reprimand that was not grievable, the employee shall be entitled to dispute the verbal or written reprimand in the proceeding appealing the more severe progressive discipline.

A probationary employee shall have no right to grieve or arbitrate any disciplinary action or discharge.

Any grievance arising between the Employer and the Union or an employee represented by the Union shall be settled in the following manner:

A. First Step- Chairman of the Board of Supervisors

All grievances should be initially raised verbally by the employee and the shop steward with the Chairman of the Board of Supervisors. This verbal discussion should occur as soon as practical after the employee or the Union becomes aware about the event giving rise to the grievance.

B. Second Step - Board of Supervisors

If this verbal discussion does not resolve the grievance to the satisfaction of the employee and the steward, within twenty (20) business days of the date of the occurrence forming the basis of a grievance, or the date that the Union or employee knew or should have known of the occurrence forming the basis of a grievance, the employee and the steward shall submit a written appeal to the Board of Supervisors in the form provided by the Employer. The written grievance shall specify: (a) the date of the occurrence giving rise to the grievance; (b) the nature of the occurrence; (c) the employee(s) affected; (d) the specific section of this Agreement claimed to be violated; and (e) the relief requested.

Within twenty (20) days of the Board's receipt of the written appeal from the Union Business Representative or the date of the next regularly scheduled meeting of the Board of Supervisors, whichever is longer, the Board of Supervisors shall meet with the Union Business Representative in an attempt to resolve the grievance. During this meeting, each party may present a succinct statement in support or opposition of the grievance. At the discretion of the Board of Supervisors, either party may informally present witness testimony if the Board views it is helpful in resolving the grievance.

The Board of Supervisors may issue a written decision to the Union Business Representative within twenty (20) work days following said meeting. If the Board of Supervisors fails to issue a written decision within twenty (20) work days, the grievance is deemed denied and the Union may proceed to step three of this grievance procedure.

If the Union does not proceed with the grievance to the third step within the time limits prescribed in the following subsection, and no extension of time is mutually agreed upon, the grievance shall be considered to be satisfactorily resolved.

C. Third Step – Arbitration

If the grievance is not satisfactorily resolved at step two, the Union may appeal to arbitration within twenty (20) days after a decision at the above step is rendered or deemed denied.

The failure of the Union to demand arbitration within twenty (20) days shall constitute as a waiver of the Union's right to proceed to arbitration. This deadline shall be strictly construed and applied.

A request for arbitration may be initiated by the Union serving upon the Employer notice, in writing, of its intent to proceed to binding arbitration. The notice shall include a copy of the written grievance and any decision rendered by the Board of Supervisors.

1. Selection of Arbitrator

Upon receipt of a notice requesting binding arbitration, the parties shall meet to select an arbitrator; if the parties cannot voluntarily agree upon the selection of an arbitrator, they shall notify the Pennsylvania Bureau of Mediation of their inability to do so. Pursuant to Section 903.1 of Act 195, the Bureau of Mediation shall submit to the parties the names of seven (7) arbitrators. Each party shall alternately strike a name until one (1) name remains. The Employer shall strike the first name. The person remaining shall be the arbitrator.

In the alternative to the selection process described above, in the event that the parties seek an expedited arbitration process, upon mutual agreement, the parties may identify the earliest possible date that both parties are available and ready to present their respective cases to an arbitrator. The parties shall submit the date(s) to the Bureau of Mediation and request the Bureau to appoint an arbitrator available on the earliest available date(s) selected by the parties. If three arbitrators are available on the earliest available date(s) selected by the parties, the Bureau shall provide the parties with a list of three arbitrators, who shall be stricken in accordance with the principles set forth above.

The costs of arbitration shall be shared equally by the parties. Each party shall bear the cost of preparing and presenting its own case.

2. Jurisdiction of Arbitrator

The arbitrator shall have no power or authority to add to, subtract from, or modify the provisions of this Agreement in arriving at a decision of the issue(s) presented, and shall confine his or her decision solely to the application and interpretation of this Agreement. The arbitrator shall not base his or her decision on the interpretation or application of external laws (i.e., statutes not expressly incorporated into the Agreement).

The decision or award of the arbitrator shall be final and binding, with the proviso that any decisions of the arbitrator requiring legislation will only be effective if such legislation is enacted.

3. Voluntary Non-Binding Mediation

Upon mutual agreement, the parties may submit the dispute to voluntary non-binding mediation within thirty (30) days of the date of the notice of intent to arbitrate submitted by the Union. The cost of the mediator shall be shared equally by the parties. Mediation should be scheduled as soon as practicable in an effort to avoid the expense associated with binding arbitration. Mediation may proceed simultaneously with the scheduling of an arbitrator with the

proviso that if mediation successfully resolves the dispute, any arbitration hearing scheduled will be canceled and any cancellation fee split equally between the parties.

Section 2. Withdrawal of a Grievance

A grievance may be withdrawn by the Union or the employee at any time, and the withdrawal of any grievance shall not be prejudicial to the positions taken by the parties as they relate to the grievance or any future grievance.

Section 3. Timeliness

The time limit set forth in the grievance procedure shall, unless extended by mutual written agreement of the Employer and the Union, be binding and any grievance not timely presented, or timely processed thereafter, shall not be considered a grievance under this Agreement.

**ARTICLE 22
SAFETY EQUIPMENT**

Section 1. Responsibility for Safety Equipment

The Employer agrees that if any employee is required to wear any kind of safety equipment, as a condition of his or her continued employment, such safety equipment shall be furnished and maintained by the Employer.

Section 2. Clothing Allowance

The Employer will reimburse employees up to \$475 for work clothes and boots once per year in January.

**ARTICLE 23
CELL PHONE USAGE**

Section 1. No right to privacy

Each Employee shall be provided with a cell phone for work use. While there is no express prohibition against an Employee's use of the cell phone for personal use, there is NO EXPECTATION OF PRIVACY associated with said use. Employer reserves the right to inspect all cell phone bills, text messages, instant messages, and any other data or information downloaded or saved on the cell phone at any time and without notice.

Section 2. Usage

The cell phones should not be used to transmit harassing, discriminatory, profane or illegal messages, photographs, communications, or other depictions.

Employees are prohibited from incurring toll, international, or other charges outside of the use of the phone for business purposes.

Violations of this Article may subject an Employee to disciplinary action up to and including discharge.

ARTICLE 24 SHORT TERM/LONG TERM DISABILITY

Employer shall provide the same short term and long term disability coverage at no cost to the Employee. These benefits shall become effective only after the successful completion of an Employee's Probationary Period.

ARTICLE 25 GENERAL PROVISIONS

Section 1. Separation of Employment

In the event of discharge or termination of employment, an employee will receive all wages earned to the date of discharge or termination no later than the next scheduled pay day, except earned vacation pay, pro-rated, shall be payable within thirty (30) days from said separation.

Section 2. Comfortable and Sanitary Conditions

The Township agrees to maintain clean, sanitary washrooms having hot and cold running water, with toilet facilities, proper lighting and exhaust systems.

Section 3. Promotions to Management Positions

Employees promoted to management shall, for a period not to exceed sixty (60) days, have the right to return to their former positions, retain their seniority rights and shall remain a part of the bargaining unit during this temporary period. If retained in the position to which he has been promoted following the test interval of sixty (60) days, the employee will be conclusively considered to be permanently excluded from the bargaining unit.

Section 4. Compliance With Mandatory Drug Testing

All employees shall comply and cooperate with the Township in fulfilling mandatory drug testing requirements. The Alcohol & Drug Testing Supplement is attached as Addendum A.

Section 5. Court Appearance

When an employee is required to appear in any court for the purpose of testifying because of any accident that he or she may have been involved in while in the Employer's service during working hours, such employee shall be granted paid leave to permit the employee to appear in court.

Section 6. Physical Examination

- A. Any physical examination required by the Employer and/or annual examination shall be paid by the Employer and the scheduling of said examination will not result in the loss of pay or compensation.
- B. Any conflict in diagnosis between the Employer's physician and the employee's physician shall be submitted to another physician mutually agreeable to both of said physicians.

Section 7. Past Practice Clause

The Employer and the Union agree that any conduct of the parties preceding the effective date of this Agreement, which may be viewed as a "past practice," shall not be enforceable against either party unless otherwise explicitly stated in this Agreement.

Section 8. Zipper Clause

The Employer and the Union agree that all items included in the negotiations package of both parties have been discussed during the negotiations leading up to this Agreement. The express provisions contained within this Agreement are the only matters subject to the arbitration process set forth in Article 21. No additional negotiations on this Agreement will be conducted on any item, whether contained herein or not, during the life of this Agreement unless the parties mutually agree to waive this provision of the Agreement in writing.

Section 9. Headings - Context within the Agreement

Any heading preceding the text of several Articles hereof are inserted solely for convenience of reference and shall not constitute a part of this agreement, nor shall they affect its meaning, construction or effect.

Section 10. Savings Clause

Should any Article, Section or portion thereof, of this Agreement be held unlawful and unenforceable by any court of competent jurisdiction, such decision of the court shall apply only to the specific Article, Section, or portion thereof directly specified in the decision. Upon the issuance of such a decision, the parties agree immediately to negotiate a substitute for the invalidated Article, Section, or portion thereof.

ARTICLE 26 PART-TIME EMPLOYEES

Section 1. The number of part-time employees employed by the Township shall be limited to one-half the total number of full-time employees employed by the Township at any one time. As an illustration, if there are four (4) full-time employees in the bargaining unit at one time, there may be no more than two (2) part-time employees at the same time.

Section 2. Part-time employees must work less than 120 hours per month. In the event that the part-time employee becomes projected to work in excess of 120 hours per month due to unforeseen circumstances (e.g., inclement weather) the Township reserves the right to adjust the remaining schedule of the part-time employee to ensure that the part-time employee does not exceed 120 hours of work per month. The Township reserves the right to establish the work schedule for part-time employees and, as such, disputes over the scheduling of part-time employees (or the lack of scheduling) are not subject to the contract's grievance or arbitration provision.

Section 3. Part-time employees shall be entitled to file grievances pursuant to Article 21 of the contract, except for disputes over scheduling.

Section 4. Part-time employees shall receive no benefits contained in this contract, unless the contract expressly provides that the benefit is available to part time employees.

ARTICLE 27 DEFINITIONS

The following terms have the meaning set forth herein below:

Employee - Any worker employed by East Fallowfield Township to perform bargaining unit work for forty (40) hours per week on a permanent basis.

Day or Workday- 12:00 A.M. to 11:59 P.M.

AND NOW, INTENDING TO BE LEGALLY BOUND HEREBY, the parties agree to the terms set forth above effective January 1, 2023 through December 31, 2025.

EAST FALLOWFIELD TOWNSHIP

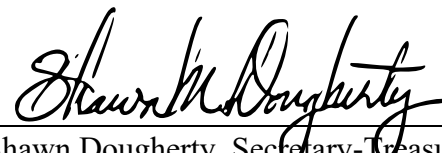
Attest: _____

By: _____
Mike Domboski, Chairman
Board of Supervisors

TEAMSTERS LOCAL 107

Attest: _____

By:  3/19/26
Chris Buschmeier, Trustee/Business Agent

By:  _____
Shawn Dougherty, Secretary-Treasurer

*Township of East Fallowfield, PA
Wednesday, March 18, 2026*

Chapter 20. Solid Waste

Part 1. STORAGE AND DISPOSAL OF TRASH AND RECYCLABLE MATERIALS

§ 20-101. Legislative Purpose and Intent.

[Ord. 2009-05, 11/24/2009, § 1]

1. It is the practice of East Fallowfield Township to contract periodically by public bid for the collection and disposal of household waste materials generated by residents of the Township.
2. Landfill space is at a premium and proper environmental management of the trash disposal process must be conserved or the future cost of waste management will be greatly increased and the environment harmed.
3. Recycling and other sound ecological practices will ultimately result in a savings to the residents of the Township and will contribute to a better environment in the future.
4. Therefore, it is in the interest of the public health and safety to preserve and protect the environment by requiring the recycling of certain waste products and to establish certain minimum standards for the storage and disposal of waste materials generated within the Township.
5. Under the provisions of § 2101 et seq., of the Second Class Township Code, 53 P.S. § 67101 et seq., the Township is authorized to enact and enforce regulations for the storage and disposal of waste materials and the regulations herein authorized and adopted are so promulgated under and by virtue of that authority.

§ 20-102. Definitions.

[Ord. 2009-05, 11/24/2009, § 2; as amended by Ord. 2010-04, 10/26/2010, § 1]

Except where the context clearly otherwise requires, the following words and phrases shall have the meanings herein set forth.

COMMUNITY ACTIVITIES

Events sponsored in whole or in part by a municipality, or conducted within a municipality and sponsored privately, which include, but are not limited to, fairs, bazaars, socials, picnics and organized sporting events that will be attended by 200 or more individuals per day.

DESIGNATED TRASH STORAGE AREA

An area serving a single residential unit or nonresidential unit, designated, constructed, or designed to serve as the storage area or collection area for trash generated solely from that residential unit or nonresidential unit and the activities associated with such use. The term "designated trash storage area" shall not include any landfill, junkyard, recycling center, bulk transfer station, nor any area or facility receiving for storage, transfer, abandonment, burial,

treatment, sorting, or disposal, any trash generated from any residential unit or nonresidential unit not located upon the same lot.

DWELLING UNIT

A building, or part thereof, where one or more persons reside as a single housekeeping unit and having a common kitchen, common bathroom facilities, common living areas and a common entrance, including, without limitation, mobile homes.

MIXED USE BUILDING

A building containing both non-residential and residential units.

NONRESIDENTIAL UNIT

Any property, building and/or unit of a building used for commercial, institutional or industrial purposes, including, without limitation, a building that contains more than four individual dwelling units.

RESIDENTIAL UNIT

A dwelling unit located on a lot or in a building, including, without limitation, dwelling units that are part of a mixed use building that contains no more than four individual dwelling units.

TRASH

Any materials, be they solid, liquid, or contained gaseous material intended to be discarded and for which the generator thereof claims no utilitarian or economic benefit, use, possession, or ownership. Any materials found in a designated trash storage area or identified trash container, regardless of how, why or by whom placed there shall be conclusively presumed to be trash.

TRASH, BULK

Any trash which by reason of its size, weight, bulk, or composition cannot be contained and transported in the ordinary course of established collection procedures with the equipment dedicated for such purposes and which for that reason will not fit into containers conforming to the standards set forth in § 20-103 of this Part.

TRASH, HAZARDOUS

Any trash which by reason of its composition or other properties, has been designated by the US Environmental Protection Agency, the Pennsylvania Department of Environmental Protection, or any other federal, state, or local governmental agency, entity, or authority, as requiring special procedures, containers, or permits for storage or disposal. Such trash includes, by way of illustration but not limitation, infectious waste, nuclear waste, sanitary waste, flammables, explosives, combustibles, and toxic waste.

TRASH, RECYCLABLE

Any trash which by reason of its composition or other properties, has been designated by a duly adopted resolution of the Board of Supervisors of East Fallowfield Township as recyclable trash.

TRASH, RESIDUAL

Any trash other than bulk trash, hazardous trash, or recyclable trash.

§ 20-103. Storage and Collection.

[Ord. 2009-05, 11/24/2009, § 3]

1. General Provisions.

- A. All trash shall be stored in water-tight vermin-proof containers of sufficient strength to prevent access to the trash by animals, children, or others not collecting or disposing of the same. All trash shall be stored as to prevent it from being carried or deposited on lands of others or on public ways by reason of wind, stormwater, or acts of nature, or similar causes. All combustibles and flammables shall be stored in a manner to prevent fire or explosion or the spreading of toxic or noxious fumes. Combustibles and flammables shall not be considered as recyclable trash.

- B. No person shall place trash containers or bulk trash at curbside or in the front yard of any lot, except for the period beginning at 6:00 p.m. on the day prior to the day designated for collection, and ending at 6:00 p.m. of the day designated for collection. As used in this Part, the term "front yard" shall mean the area between the street line and the first building on the lot.
2. Bulk Trash. Dates for bulk trash pickup shall be established by the Board of Supervisors and notice given to the residents in such manner as the Board shall by resolution determine from time to time. Bulk trash shall be placed at curbside by the occupant or owner of each location served by the collector of residual trash. If, for any reason, the bulk trash is not collected on the day set for collection, the owner and/or the occupant shall remove the bulk trash from curbside and store the same at an appropriate location until the next established bulk trash collection date.
 3. Hazardous Trash. All hazardous waste shall be separately stored on the property and collected by a collector licensed by all regulatory agencies charged with the regulation and licensing of such materials. All containers for storage of hazardous trash shall be conspicuously labeled as containing "hazardous material" or similar designation including the nature of the hazard involved. All containers for such materials shall be of a type, size, and construction required by the applicable regulatory agency for such storage and transportation. Under no circumstances shall hazardous trash be stored, mixed, or blended with residual or recyclable trash or left for collection by the residual, recyclable or bulk trash collector. Until collection, hazardous trash shall be stored in areas secure from children and others not trained to handle such trash.
 4. Recyclable Trash. The Board of Supervisors shall by resolution establish and from time to time revise a list of various types of trash to be separately collected for recycling. Notice shall be given in such manner as the Board may direct. Upon designating a type of trash as recyclable trash, and giving of the requisite notice, that type of trash shall thereafter be recyclable trash and shall be stored, collected, processed, and disposed of in and only in accordance with the regulations established by the Board of Supervisors for recyclable trash and not otherwise. Recyclable trash shall not be mixed or blended with or left for collection as residual trash. Each type of recyclable trash shall be stored in a separate container provided by the Township and shall be placed at curbside for collection next to the containers for residual trash on the days designated for recyclable trash collection. All recyclable trash shall be separated at the residential unit where generated. All recyclable trash shall be segregated from other categories of trash and shall be cleaned before placement in designated receptacles. As a particular class of trash is designated as recyclable trash, the resolution so designating shall include, without limitation, a definition thereof, the method of storage if special methods are required, cleaning, a label removal if required, and any special storage, handling or disposal instructions.
 5. Residual Trash. Residential units shall store their residual trash in portable containers. Nonresidential units shall store their residual trash in dumpsters or similar containers and shall place said dumpsters or similar containers at a location accessible to the collector. All designated trash storage areas shall be kept clean and shall be screened from view at all street lines and all lot lines of adjacent residential uses.

§ 20-104. Collection Fees; Billing and Payment; Penalties; Appeals.

[Ord. 2009-05, 11/24/2009, § 4; as amended by Ord. 2010-04, 10/26/2010, §§ 2, 3]

1. Collection Fees. The Board of Supervisors shall establish by resolution an annual fee for collection of trash, except hazardous trash, from residential units within East Fallowfield Township. This rate may be modified, increased, reduced or otherwise amended from time to time by resolution of the Board of Supervisors. The charge for contract pickup for nonresidential units shall be negotiated separately between the owner or occupier and any trash collector; the

cost of which is the sole responsibility of the owner or occupier.

2. Billing and Payment.

- A. The Township shall issue annual trash collection invoices to the owner of each residential unit to the name and mailing address of the residential unit set forth in property tax assessment records for Chester County. Any residential unit owner wishing to receive notice of the annual fee at an alternative mailing address shall submit a written request to the Township no later than the last business day in November of the year preceding the next invoice.
- B. The owner of each residential unit in the Township shall be liable to pay the annual fee for each such residential unit to the Township. Payment of the annual fee shall at all times remain the responsibility of the owner of the residential unit, although the Township will accept payment by an occupant or lessee on behalf of the owner solely as a convenience to the owner.
- C. Payment of the annual fee to the Township for each residential unit shall be due and owing whether or not the generator or occupant of the residential unit actually uses the residential trash collection service. Only vacant lots and/or lots which do not qualify as a residential unit are exempt.

3. Penalties.

- A. Annual fees for residential trash collection shall be subject to a 5% penalty if not paid on or before the thirtieth day after the due date.
- B. A service charge for the costs of billing shall be established by resolution of the Board of Supervisors.
- C. Annual fees for residential trash collection, together with all penalties and fees thereon, not paid on or before the thirtieth day after the due date shall be deemed to be delinquent. The failure to pay such fees shall be a violation of this Part, and subject the violator to the provisions of §§ **20-107** and **20-108** of this Part.
- D. It shall be the duty of the Township to proceed to collect such delinquent charges, together with penalties, fees, and accrued costs accrued, including attorney's fees, either by action at law or by filing a lien or liens for the same in the office of the Prothonotary of the Court of Common Pleas of Chester County, Pennsylvania, and such liens, together with penalty, costs, and interest, including attorney's fees, shall be filed and collected in accordance with the law.

4. Appeals.

- A. Any owner or occupier with the written permission of the owner who wishes to challenge the annual fee or any designation by the Township regarding the type of property and/or trash shall do so in accordance with this Part set forth below no later than 30 days from the mailing date of the annual fee invoice. Notice of an appeal shall be delivered to the Board of Supervisors by US Mail, postage prepaid, or by acceptance of service by an authorized representative at the Township building located at 2264 Strasburg Road, East Fallowfield, PA 19320. Each appeal shall include the following:
 - (1) The name and address of the owner.
 - (2) The reason for the appeal including a description of the property, use and/or trash at issue.
 - (3) A complete description of any circumstances believed to be relevant to the Township's determination of the annual fee or designation.

- B. The Township shall, no later than 60 days from receipt of the notice of appeal, make a determination on the appeal or issue a request for further information or documentation in support of the appeal. If the Township requests further information or documentation, the Township shall, no later than 60 days from receipt of the requested information or documentation, make a determination on the appeal.
 - C. Any person aggrieved by a final determination by the Township who has a direct interest in such determination shall have the right to appeal to the Chester County Court of Common Pleas in accordance with the Local Agency Appeal Law, 2 Pa.C.S.A. § 105.
5. Exemption. The owner of a residential unit that is part of a mixed use building may request an annual exemption from the residential trash collection service and the annual fee if the owner demonstrates to the satisfaction of the Township that a trash dumpster serves the mixed use building and recyclable trash is separated and disposed of in accordance with this Part. The procedure for the submission of the written request for exemption and the determination by the Township shall be governed by the procedures applicable to appeals set forth in Subsection 4.

§ 20-105. General Regulations.

[Ord. 2009-05, 11/24/2009, § 5]

- 1. No trash shall be thrown, discarded, deposited, carried, or left for collection on any lands or in any place other than the location at which it is generated and/or its designated trash storage area. Provided, however, nothing contained in this Part shall be construed to prevent the disposition of trash with the consent of the owner of the receiving lands at a lawful landfill, recycling center, or junkyard.
- 2. All trash shall be segregated into its appropriate definitional classification and separately stored and maintained in its designated trash storage area until collection.
- 3. All recyclable trash shall be cleaned of all residual and hazardous trash prior to being deposited into disposal containers.
- 4. The owner of each residential unit whether or not the generator or occupant of the residential unit shall be primarily responsible for compliance with the provisions of this Part and shall be held liable for any violation occurring on the owner's property. Along with the owner of the residential unit, the generator and/or occupant of the dwelling unit other than the owner may also be held jointly and severally responsible for compliance and jointly and severally liable for any violation.

§ 20-106. Regulations.

[Ord. 2009-05, 11/24/2009, § 6; as amended by Ord. 2010-04, 10/26/2010, § 4]

The Board of Supervisors may from time to time promulgate and adopt by resolution regulations designed to further carry out the intent and purposes of this Part and its provisions. When so adopted, a violation of those regulations so promulgated shall be a violation of this Part, and punishable as such. The Board of Supervisors shall by resolution designate and appoint one or more persons to administer and enforce this Part, including, but not limited to, a person or entity designated as recycling coordinator who is responsible for recycling data collection and reporting recycling program performance, and delegate to such persons or entities the duties and authority to act on behalf of the Township consistent with such delegation and assignment.

§ 20-107. Penalties.

[Ord. 2009-05, 11/24/2009, § 7]

Any person who violates any provision of this Part or any provision of a regulation contained in any resolution promulgated pursuant hereto shall, upon conviction in a summary proceeding before a magisterial district judge be sentenced to pay a fine not exceeding \$1,000 plus costs of prosecution, and in default of payment thereof shall be sentenced to a term of not more than 30 days in the Chester County Prison. As used in this Part, the term "person" shall mean (A) a natural person, (B) if the violator is a corporation or similar legal entity the term shall include all of its officers, directors, and any agent, servant; or employee in responsible charge of the premises or any part thereof and any employee not an officer or manager to the extent that persons actually participated in or contributed to the violation, (C) if a partnership, the term shall include the partners thereof as well as any person holding a position comparable to any of the positions or offices enumerated in (B) above.

§ 20-108. Other Remedies.

[Ord. 2009-05, 11/24/2009, § 8]

In addition to the provisions of § **20-107** above, and not in substitution thereof, the violation of this Part is declared to be a public nuisance and a threat to the public health and safety. The Board of Supervisors finds that the penal provisions of this Part may not provide an adequate remedy at law. Therefore, upon direction of the Board of Supervisors, the Township Solicitor shall file an action in a court of competent jurisdiction to restrain and enjoin any violation or threatened violation of this Part and may seek such other or additional relief as may be proper.

§ 20-109. Commercial, Institutional and Municipal Recycling.

[Ord. 2009-05, 11/24/2009, § 9; as added by Ord. 2010-04, 10/26/2010, § 5]

All persons occupying commercial, institutional and municipal establishments within a nonresidential unit shall separate high-grade office paper, aluminum, corrugated paper, leaf waste, and such other recyclable trash as may be changed from time to time by resolution of the Board of Supervisors generated at such establishments and from community activities, store the materials until collection by a trash collector, and annually provide written documentation and certification to East Fallowfield Township of a total weight of materials and the types of materials recycled in the previous calendar year. Such persons may comply with the reporting requirements hereunder by requiring their trash collector to provide said documentation and certification directly to the Township.

From: Barry DiLibero-Koala Products <plasticpolish@yahoo.com>
Sent: Tuesday, February 24, 2026 11:45 PM
To: Clare Small-McEvoy <CSmall@EastFallowfield.org>; Wilson Lambert <WLambert@eastfallowfield.org>; Al Wright <awright@eastfallowfield.org>
Cc: Mike Domboski <mdomboski@EastFallowfield.org>; Kat Dirado <kdirado@eastfallowfield.org>
Subject: Trash Bill Relief Request

Caution: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good evening E Fallowfield Supervisors:

Thank you for allowing me the opportunity to speak last night at your Supervisor meeting. More importantly, thank you for listening to my request for relief from an onerous trash bill. While less than \$10 per week for pickup, it is indeed onerous to me because my wife has never used the service in the 30 years of her residency in the Township.

The driveway at 99 S Brandywine Ave is one quarter of a mile long and there is no need to stop at the bottom of the hill to deposit trash in one of the many containers. Since the trash is in the trunk, there is no need to drop it at the trash cans when it can be and is disposed of after the car is parked at its final destination. There is a company owned 4 yard container at the location in West Vincent Township. Since I pay for trash service already, there is really no need to pay and additional almost \$500 for additional service.

I appreciate your consideration for this relief and thank you for your service as human dartboards week after week. It's not an easy job but the pay makes it worth while!😓🙏😊

Best Regards,

Barry DiLibero

East Fallowfield Township Infrastructure Proposal

1/26/2026

Introduction

East Fallowfield Township currently has one local server that functions as a Domain Controller and File Server. CompNet, Inc. recommends moving away from a local server and moving to Microsoft 365. Microsoft Entra ID will be used in place of the server for computer authentication, Microsoft OneDrive cloud storage will be used in place of the server to provide a user shared folder and Microsoft SharePoint Online will be used in place of the server to provide access to the shared folders.

Scope

1. **Purchase and assign the appropriate Microsoft 365 licenses**
 - a. Each account that logs onto a computer within the Township building will need a Microsoft 365 Business Standard license. This license will provide the ability to log onto the computer as well as access OneDrive, SharePoint, Teams and the Microsoft Office software (Outlook, Word, Excel, PowerPoint, etc.)
2. **Migrate the desktop and laptop computers to Microsoft 365**
 - a. Sync the user's Desktop, Documents and Pictures folders with Microsoft OneDrive
 - b. Remove each computer from the local Domain and add it to Microsoft Entra ID
 - c. Log in with the Microsoft 365 account of the user that will be accessing the computer and verify they can access the needed programs and files
 - d. We may need to work with Laserfiche when Denise's computer is migrated as their Agent is installed on her computer and may be running under her current profile
 - e. Once data is in Microsoft 365, we recommend purchasing N-Able Microsoft 365 Backup licenses to backup the OneDrive and SharePoint
3. **Migrate the shared data from the server to Microsoft 365**
 - a. Review the shared folders on the server and move the folders and files from the server to Microsoft SharePoint Online
 - b. The QuickBooks files will be moved from the server to the accounting computer and will be configured for the backups to go to Microsoft SharePoint
 - c. I do not believe that Laserfiche is accessing the server at all, but we will need to verify this
4. **Review and decommission the local server**

- a. Once all computers and shared data have been moved to Microsoft 365 the server will be reviewed to see if any additional services are being used. Any needed services will be migrated off the server then it will be turned off
- b. We will need to determine a time frame of how long the cloud backups of the server should be kept before being terminated

Project Cost Estimate

The following is a summary of the cost associated with the proposed work:

Licensing Estimate

Microsoft 365 Business Standard (6 licenses) \$882.00 (\$147.00 each), per year
 (These licenses are in addition to the existing licenses)

N-Able Microsoft 365 Backup (6 licenses) \$13.50 (\$2.25 each), per month
Licensing Total \$1,044.00 per year

Labor Estimate

Migration of 7 computers to Entra ID - 7-21 hours \$2,520.00
 - Scott's Laptop and Desktop, Rob's Laptop, Denise's Desktop, Sue's Desktop, Dave's Desktop and the Road Crew's Desktop

Migration of shared data to SharePoint Online - 3-8 hours \$960.00

Decommissioning the local Server - 1-3 hours \$360.00

Configuring the Microsoft 365 Backup - 1 hour \$120.00
Labor Total \$3,960.00

Confidentiality

We will treat all information received on this engagement as confidential. No client information will be shown to persons not associated with this engagement without prior permission from the client. This provision would extend beyond the completion date of this engagement.

Approval Section

I the undersigned Client accept this proposal for work to be performed by CompNet Inc.
I have read this proposal thoroughly and any questions regarding it have been explained
to my satisfaction. I have read the terms and conditions and fully agree with them.

CompNet, Inc.

Mark Davis

Senior Technical Consultant
549 Brandamore Road
Honey Brook, PA 19344

Name _____

Signature _____

Title _____

Date _____

East Fallowfield Township

2264 Strasburg Road
East Fallowfield, PA 19320

Name _____

Signature _____

Title _____

Date _____

Category	Cyber Breach & Liability Coverage	Crime Coverage
Coverage Classification	Hybrid: first-party cyber loss and third-party liability	First-party financial loss only
Primary Purpose	Responds to cyber incidents affecting data, systems, privacy, and operations	Responds to theft and fraud of money, securities, or tangible property
Triggering Event	Cyber incident, breach, ransomware, unauthorized access, or privacy event	Criminal act such as theft, forgery, computer fraud, or funds transfer fraud
Who Is Paid	The member entity and third parties (where applicable)	The member entity only
Employee Dishonesty / Theft	Not covered	Covered
Forgery / Alteration (Checks, Instruments)	Not covered	Covered
Physical Theft of Money or Securities	Not covered	Covered
Computer Fraud	Covered broadly	Covered only when it results in theft of money, securities, or property
Funds Transfer Fraud	Covered when caused by cyber events or phishing	Covered
Social Engineering / Phishing Losses	Typically covered as cyber fraud	Covered only if policy conditions are met; often more limited
Ransomware / Cyber Extortion	Covered (including ransom payments and response costs)	Not covered
Data Breach Response Costs	Covered (forensics, notification, credit monitoring, legal, PR)	Not covered
Data / Program Restoration	Covered broadly	Limited: only restoration to pre-loss condition and only when tied to a covered computer violation
Business Interruption / Extra Expense	Covered	Not covered
Third-Party Privacy Liability	Covered	Not covered
Regulatory Fines and Penalties	Covered where insurable by law	Not covered
Consequential / Indirect Loss	Covered where specified	Explicitly excluded

Areas with Overlap

Exposure Scenario	Cyber Coverage	Crime Coverage	Key Distinction
Funds Transfer Fraud	Covered when tied to cyber events or phishing	Covered	Crime focuses on the stolen money; Cyber focuses on how the fraud occurred
Phishing-Induced Wire Transfer	Covered under cyber fraud provisions	Covered if policy conditions are met	Cyber coverage is often broader and less restrictive
Computer Fraud Resulting in Theft	Covered	Covered	Crime requires a direct financial loss; Cyber does not
Limited Data Restoration After Cyber Theft	Covered	Covered only to restore data to pre-loss operational status	Crime restoration is narrow and excludes downtime or upgrades
Single Event Involving Both Theft and System Compromise	May respond	May respond	Often coordinated between both coverages

Important Distinction:

- Crime focuses on **theft of money**.
 - Cyber focuses on **how the theft occurred and the downstream impacts**.
-
- If the loss is **money stolen**, start with **Crime**.
 - If the loss involves **systems, data, privacy, ransomware, or breach response**, it falls under **Cyber**.
 - Many real-world events involve **both**, which is why the coverages are designed to complement each other.

**EAST FALLOWFIELD TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2026-06

**A RESOLUTION OF EAST FALLOWFIELD TOWNSHIP, CHESTER COUNTY,
PENNSYLVANIA, AUTHORIZING THE TOWNSHIP TO APPLY FOR CHESTER
COUNTY MUNICIPAL GRANT PROGRAM FUNDING.**

WHEREAS, the Commissioners of Chester County have established a Municipal Grant Program to be utilized by the municipalities of Chester County; and

WHEREAS, the grants may be used by the municipality for the improvement or acquisition of municipal recreation land; and

WHEREAS, East Fallowfield Township, Chester County, Pennsylvania desires to participate in the Chester County Municipal Grant Program;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of East Fallowfield Township, Chester County, Pennsylvania, as follows:

1. That East Fallowfield Township hereby approves the filing of an application for Chester County Municipal Grant Program assistance.
2. That Scott Swichar, Township Manager, is hereby authorized and directed to execute and file the appropriate forms with the Chester County Department of Parks and Preservation.

I, Scott Swichar, duly qualified Secretary of East Fallowfield Township, Chester County, Pennsylvania, hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the East Fallowfield Township Board of Supervisors at a public meeting held on the 24th day of March, 2026, and said Resolution has been recorded in the Minutes of East Fallowfield Township and remains in effect as of this date.

**EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS**

Mike Domboski, Chair

Al Wright, Vice-Chair

Wilson T. Lambert, Member

Katja DiRado, Member

Deborah Stoff, Member

Attest:

Scott Swichar, Township Manager/Secretary



Professional Services Agreement

Date: March 9, 2026 Client: East Fallowfield Township

Client Address: 2264 Strasburg Road
(no PO Boxes) East Fallowfield, PA 19320

Client Contact: Scott Swichar, Township Supervisor

Project Name: Saw Mill Road Culvert Pipe Replacement Project
Municipality/County/State: East Fallowfield Township / Chester County / PA

TPD Project Manager: Daniel Bitterlich, P.E., CPESC
TPD Project No.: EFTO.18

Traffic Planning and Design, Inc. (TPD) is pleased to submit this Professional Services Agreement ("Agreement") regarding the above-referenced project (the "Project"). Included in this Agreement are sections regarding Assumptions, Scope of Services, Schedule, Fee Estimate and Standard Terms and Conditions.

This Agreement will be between TPD and East Fallowfield Township ("Client"). We request that Client review this Agreement and return a signed authorization to our office. We appreciate the opportunity to continue to be of service on this Project.

This proposal is for tasks associated with FULL-TIME CONSTRUCTION OBSERVATION and PART-TIME CONSTRUCTION MANAGEMENT of the **Saw Mill Road Culvert Pipe Replacement Project**.

ASSUMPTIONS

This Agreement has been prepared under the following assumptions, which reflect TPD's current understanding of the Project:

- The Project has already progressed through the Bidding process and G&B Construction was awarded the Contract to perform the scoped improvements.
- There is a Commonwealth Financing Authority (CFA) Multimodal Transportation Fund (MTF) Grant Fund Contract in place between East Fallowfield Township and the CFA. Per this document, the CFA MTF Grant amount is \$250,000.00.
- G&B Construction estimates an approximately one **(1)** month construction schedule (per Pre-Construction meeting held on March 5, 2026), which TPD has utilized this assumption to calculate this proposal for services to be provided during Construction.

Construction Plans

Construction plans were prepared by TPD, dated September 30, 2025, containing 13 total sheets.

Construction Duration

For this proposal the duration of construction services is assumed to be two **(2)** months (8 work weeks), including one **(1)** month for physical construction, two **(2)** weeks for setup and two **(2)** weeks for closeout. Construction is anticipated to start April 2026.

One (1) Part-Time Construction Manager will be provided for approximately five **(5)** Hours/per week x 8 weeks (2 months).

Full-Time (FT), on-site construction observation will be required for the project. Per G&B Construction's assumption that the physical work will take approximately one (1) month to complete, assumed Staffing Hours are as follows:

- Month of April 2026 = Twenty **(23)** workdays (Monday through Friday) at eight **(8)** hours per workday equals one hundred and eighty-four **(184)** hours.
- Three **(3)** additional days at eight **(8)** hours for Project setup and closeout tasks (twenty-four **(24)** hours).
- This proposal **does not** account for nor include any hours worked over eight **(8)** hours per workday or forty **(40)** hours per work week.

Materials Testing

If required, the Project Owner will provide separate consultant(s) for materials testing and on-site geotechnical engineering services.

Construction Oversight

The Construction Observer is TPD's agent at the Site, will act as directed by and under the supervision of TPD, and will confer with TPD regarding PR's actions. PR's dealings in matters pertaining to the contractor's work in progress shall in general be with TPD and contractor, keeping Client advised as necessary. The Construction Observer's dealings with subcontractors shall only be through or with the full knowledge and approval of contractor. The Construction Observer shall generally communicate with Client with the knowledge of and under the direction of TPD

Through TPD's oversight of Contractor's work in progress and field checks of materials and equipment, TPD's field staff shall endeavor to provide further protection for Owner against defects and deficiencies in the Work. However, TPD shall not, during such observation of Contractor's work in progress, supervise, direct, or have control over the Contractor's Work nor shall TPD have authority over or responsibility for the means, methods, techniques, sequences, or procedures selected or used by Contractor, for security or safety at the Site, for safety precautions and programs incident to the Contractor's work in progress, for any failure of Contractor to comply with Laws and Regulations applicable to Contractor's performing and furnishing the Work. TPD neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform the Work in accordance with the Contract Documents and shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any of their agents or employees or of any other persons (except Engineer's own employees and its Consultants) at the Site or otherwise furnishing or performing any Work; or for any decision made on interpretations or clarifications of the Contract Documents given by Client/Owner without consultation and advice of Engineer/TPD.

TPD will only recommend to Client that contractor's work be rejected while it is in progress if, on the basis of TPD's observations, TPD believes that such Work will not produce a completed Project that conforms generally to the Contract Documents or that it will threaten the integrity of the design concept of the

completed Project as a functioning whole as indicated in the Contract Documents.

Project Observer shall not:

- Authorize any deviation from the Contract Documents or substitution of materials or equipment (including "or-equal" items).
- Exceed limitations of Engineer's authority as set forth in the Agreement or the Contract Documents.
- Undertake any of the responsibilities of Contractor, subcontractors, suppliers, or Contractor's superintendent.
- Advise on, issue directions relative to, or assume control over any aspect of the means, methods, techniques, sequences or procedures of Contractor's work unless such advice or directions are specifically required by the Contract Documents.
- Advise on, issue directions regarding, or assume control over safety practices, precautions, and programs in connection with the activities or operations of Owner or Contractor.
- Participate in specialized field or laboratory tests or inspections conducted off-site by others except as specifically authorized by Engineer and/or Owner.
- Accept Shop Drawing or Sample submittals from anyone other than Contractor.
- Authorize Owner to occupy the Project in whole or in part.

Contractor Payment Review

By recommending any payment, TPD shall not thereby be deemed to have represented that observations made by TPD to check the quality or quantity of contractor's work as it is performed and furnished have been exhaustive, extended to every aspect of contractor's work in progress, or involved detailed inspections of the Work beyond the responsibilities specifically assigned to TPD in this Agreement and the Contract Documents. Neither TPD's review of contractor's work for the purposes of recommending payments nor TPD's recommendation of any payment including final payment will impose on TPD responsibility to supervise, direct, or control contractor's work in progress or for the means, methods, techniques, sequences, or procedures of construction or safety precautions or programs incident thereto, or contractor's compliance with Laws and Regulations applicable to contractor's furnishing and performing the Work. It will also not impose responsibility on TPD to make any examination to ascertain how or for what purposes contractor has used the moneys paid on account of the Contract Price, or to determine that title to any portion of the Work in progress, materials, or equipment has passed to Client free and clear of any liens, claims, security interests, or encumbrances, or that there may not be other matters at issue between Client and contractor that might affect the amount that should be paid.

TPD's review of the final Application for Payment and accompanying documentation and all maintenance and operating instructions, schedules, guarantees, bonds, certificates of inspection, tests and approvals, and other documentation required to be delivered by as noted in the Contract Documents will only be to determine generally that their content complies with the requirements of, and in the case of certificates of inspections, tests, and approvals that the results certified indicate compliance with the Contract Documents.

Submittals/Shop Drawing Review

Review of contractor submittals (for example, shop drawings), if included in TPD's Scope of Services, is only for the limited purpose of checking for conformance with information given and the design concept expressed in the construction drawings and specifications prepared by TPD, and is not conducted for the purpose of determining the accuracy and completeness of details such as dimensions and quantities, or for substantiating instructions for installation or performance of equipment or systems designed by the contractor, all of which remain the responsibility of the contractor to the extent required by its contract.

Design Services During Construction

This proposal does not include any design tasks or permitting/coordination tasks during construction. All necessary design/permitting/coordination tasks, including design consultation during construction, will be conducted on a time and materials basis.

Opinions of Probable Construction Cost

Evaluation of Client's or owner's Project budget, and/or estimates of construction cost, if included in TPD's Scope of Services, represent TPD's judgment as a design professional familiar with the construction industry. It is recognized, however, that TPD does not have control over the cost of labor, materials, or equipment, over the contractor's methods of determining bid prices, or over competitive bidding, market, or negotiating conditions. Accordingly, TPD cannot and does not warrant or represent that bids or negotiated prices will not vary from the Project budget proposed, established or approved by the Client or owner, if any, or from any statement of probable construction cost or other cost estimate or evaluation prepared by TPD.

Out of Scope or Additional Services

Any service requested that is not described in the above Scope of Services section will be billed on an hourly basis according to the current fee schedule, plus expenses as additional services. Before proceeding with such additional services, TPD will inform the Client of the need for these additional services.

If Client disagrees with any of these assumptions, please notify TPD at your earliest convenience, so that revisions to this Agreement document can be made accordingly. Otherwise, upon authorization, we will proceed using the assumptions listed above.

SCOPE OF SERVICES

TPD's Scope of Services under this Agreement shall include the following tasks:

TASK I. CONSTRUCTION CONTRACT MANAGEMENT

1. Organize and attend a pre-construction meeting for the Project.
2. Attend virtual bi-weekly project meetings throughout the duration of the construction project. This proposal assumes there will be one **(1)** such meeting required.
3. Issue necessary clarifications and interpretations (for Requests for Information "RFI's") of the TPD-prepared Contract Documents as appropriate to the orderly completion of contractor's work. Such clarifications and interpretations will be consistent with the intent of and reasonably inferable from the Contract Documents. TPD may issue Field Orders authorizing minor variations in the Work from the requirements of the Contract Documents. This proposal assumes **three (3)** RFI submissions, that would require TPD review, input and coordination.
4. Perform reviews of shop drawings and submittals on an as needed basis to assure that the submittals are in accordance with PennDOT Publication 408, Publication 72, PennDOT Bulletin 15, and the Contract Documents. TPD will either: reject the shop drawing, find them in compliance, or request additional information. This proposal assumes **five (5)** shop drawing / submittal type submissions, that would require TPD review, input and coordination.
5. TPD will log and process all submittals.

6. Based on TPD's observations as an experienced and qualified design professional and on review of Applications for Payment and accompanying supporting documentation, TPD shall review the amounts to be paid to the contractor. Such recommendations of payment will be in writing and will constitute TPD's representation to Client, based on such observations and review, that, to the best of TPD's knowledge, information and belief, contractor's work has progressed to the point indicated, the quality of such Work is generally in accordance with the Contract Documents (subject to an evaluation of the Work as a functioning whole prior to or upon Substantial Completion, to the results of any subsequent tests called for in the Contract Documents, and to any other qualifications stated in the recommendation), and the conditions precedent to contractor's being entitled to such payment appear to have been fulfilled in so far as it is TPD's responsibility to observe contractor's work. In the case of unit price work, TPD's recommendations of payment will include final determinations of quantities and classifications of contractor's work (subject to any subsequent adjustments allowed by the Contract Documents). This proposal assumes one **(1)** Contractor Invoice that will require TPD review, input and coordination.
7. As required, make periodic measurements and computations to estimate the quantity of Work performed under the items comprising the contractor's proposals.
8. Recommend Change Orders and Work Change Directives to Client, as appropriate, and review paperwork for Change Orders and Work Change Directives. This proposal assumes one **(1)** Change Order that will require TPD review, input and coordination.
9. TPD will organize and facilitate **one (1)** Final Inspection meeting at the completion of construction with all interested parties.

TASK II. CONSTRUCTION OBSERVATION SERVICES – FULL-TIME

1. Provide a Construction Observer and a computer, to perform full-time on-site project oversight for the assumed duration of the project to ensure the project is completed as per the contract, plans and PennDOT Publication 408.
2. As required, take measurements and make computations to estimate the quantity of Work performed under the items comprising the Contractor's proposals.
3. Conduct daily on-site observations of Contractor's work in progress to assist TPD in determining if the Work is in general proceeding in accordance with the Contract Documents. The Inspector will report to the Township and TPD whenever they believe that any part of Contractor's work in progress will not produce a completed Project that conforms generally to the Contract Documents or will imperil the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents, or has been damaged, or does not meet the requirements of any inspection, test or approval required to be made; and advise TPD of that part of work in progress that construction inspector believes should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection or approval.
4. Review the conduct of the Contractor's Work and the materials to guard against defects in the Completed Work.
5. Observe material(s) and equipment delivered to the job site by the Contractors for compliance with the approved Shop Drawings and Contract Documents.

6. Notify the owner when Work is not in compliance with the Contract Documents.
7. Prepare Construction Reports to document weather, level of staffing, Contractor's progress, and significant events throughout the observation period.
8. Participate in the Final Inspection meeting at completion of construction.

PROJECT SCHEDULE

TPD's proposed schedule for our services included in the Scope of Services is as follows:

- TPD assumes one (1) month total for physical construction and full-time construction observation.
- TPD assumes two (2) months total for Construction Management services.

In the event that TPD is delayed in the performance of the Services, through no fault of its own, then TPD shall be entitled to an equitable adjustment of the schedule.

FEES AND EXPENSES

Policy Regarding Fee Estimates

As a general policy, TPD will not provide a not-to-exceed ("NTE") price regarding the estimated fee for project approvals, because the scope of services may change, or increase based on changes by the project team, or based on reviewer preference. Also, the complexity of the Project may not be fully apparent at the outset when the Agreement is prepared. In the same way, the degree to which the reviewing agencies, the municipality, and local stakeholders will facilitate the Project, or fight it, has a definite impact on the project cost. If the Client requests TPD to prepare a budgetary estimate of the necessary transportation engineering fees for a project, then any such budgetary estimate provided by TPD shall be based upon past experiences with similar projects, and shall, by no means whatsoever, be interpreted as a firm fee quotation for the subject Project.

Professional Services

The fee for TPD's performance of the tasks listed in the Scope of Services is as follows:

TASK I. PART-TIME CONSTRUCTION MANAGEMENT = \$12,000.00

TASK II. FULL-TIME CONSTRUCTION OBSERVATION = \$25,000.00

Fee Adjustments

If, through no fault of TPD the orderly and continuous progress of TPD's services is impaired, or TPD's services are delayed or suspended, then the time for completion of TPD's services, and the rates and amounts of TPD's compensation, shall be adjusted equitably.

If Client authorizes changes in the Scope of Services, extent, or character of the Project or TPD's services, then the time for completion of TPD's services, and the rates and amounts of TPD's compensation, shall be adjusted equitably.

Expenses

Expenses such as copies, prints, postage, mileage, next-day mail, and hand-delivery of materials are

included in the estimated fee for professional services and will be billed in accordance with TPD's Fee schedule.

Meetings

The costs for attending meetings are not included in the fee estimate for professional services, unless such meetings are specifically included in the Scope of Services. All meetings not specifically covered in the Scope of Services will be attended at Client's request (or at Client's attorney's request) and will be billed hourly using TPD's applicable fee schedule at the time of the meeting. TPD will provide our current fee schedule for relevant personnel upon Client request.

Hours associated with evening or weekend meetings may be billed at a higher rate; billing rates and meeting-adjusted billing rates can be provided for specific TPD personnel upon client's request.

Special Cost Provision

If, as part of any legal proceeding associated with this Project, any TPD employee is subpoenaed for deposition or testimony purposes, Client will be billed at TPD's hourly rate (in effect at the time of deposition) for those services plus any related expenses.

{Continue to next Page for TPD's Terms and Conditions}

TERMS AND CONDITIONS

1. *Payment Terms*

- a) *Invoices:* TPD shall prepare and submit invoices to the Client on a regular basis. Invoices are due and payable within 30 calendar days of receipt of invoice. If Client fails to make full payment on any amount due to TPD within 30 calendar days after receipt of TPD's invoice, then (1) the amounts due to TPD will be increased at the rate of 1.5% per month (or the maximum rate of interest permitted by law, if less), and (2) TPD can suspend, or terminate at TPD's discretion, all services under this Agreement until TPD has been paid in full for all amounts due. If services are suspended, TPD shall not be obligated to resume services under the Agreement. TPD may resume services after a mutually agreed upon payment and project schedule is established. Client waives any and all claims against TPD for any such suspension. Client agrees to reimburse TPD for all costs and expenses incurred in connection with the collection of invoices due here under, including reasonable attorney's fees.
- b) If, through no fault of TPD the orderly and continuous progress of TPD's services is impaired, or TPD's services are delayed or suspended, then the time for completion of TPD's services, and the rates and amounts of TPD's compensation, shall be adjusted equitably.
- c) If Client authorizes changes in the Scope of Services, extent, or character of the Project or TPD's services, then the time for completion of TPD's services, and the rates and amounts of TPD's compensation, shall be adjusted equitably.

2. *Instruments of Service*

- a) Drawings, specifications and other documents prepared by TPD and TPD's consultants are Instruments of Service for use solely with respect to this Project. This includes documents in electronic form. TPD and TPD's consultants shall be deemed the authors and owners of their respective Instruments of Service and shall retain all common law, statutory and other reserved rights, including copyrights whether or not the project is completed.
- b) TPD grants Client a non-exclusive license to use the Instruments of Service solely and exclusively for the purpose of constructing, using, maintaining, altering and adding to the Project, provided that the Client substantially performs its obligations, including prompt payment of all sums when due, under this Agreement. Client may make and retain copies of documents for information and reference in connection with use on the project by Client. The non-exclusive license does not come into existence until payment is made and any license that has come into existence is automatically terminated upon TPD's suspension of services under Paragraph 1 a. for Client's failure to make any payment due under this Agreement.
- c) Instruments of Service are not intended or represented to be suitable for reuse by Client or others on extensions of the specific project for which they were prepared or on any other project. Any such reuse or modification without written verification or adaptation by TPD, as appropriate for the specific purpose intended, will be at Client's sole risk and without liability or legal exposure to TPD or to TPD's Consultants. Client shall defend, indemnify and hold harmless TPD and TPD's Consultants from all claims, damages, losses, economic damages and expenses, including attorneys' fees arising out of or resulting from such reuse or modification.

3. *Standard of Care*

The standard of care for all professional engineering and related services performed or furnished by TPD under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. TPD makes no warranties or guarantees, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished, or in any report, opinion, document, by TPD.

4. *Limitation of Liability*

- a) To the fullest extent permitted by law, the total liability in the aggregate, of TPD and TPD's officers, directors, employees, agents, and independent professional associates, and any of them, to Client and anyone claiming by, through or under Client, for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to TPD's services, the project, or this Agreement, from any cause or causes whatsoever, including but not limited to, any negligence, errors, omissions, strict liability, breach of this Agreement, misrepresentation, or breach of warranty of TPD or TPD's officers, directors, employees, agents or independent professional associates, or any of them, shall not exceed the total compensation received by TPD under this Agreement or \$50,000 whichever is greater.
- b) Client and TPD waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Project or Agreement.
- c) TPD may rely upon the accuracy and completeness of, and shall not be responsible for, any acts or omissions in any data, design elements and information supplied by Client, or by any contractor, subcontractor, supplier, agent or employee or any other person acting on behalf of Client.

5. *Termination*

- A. The obligation to continue performance under this Agreement may be terminated:
 - 1. For cause,
 - a) By either party upon five (5) calendar days' notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party.
 - b) By TPD immediately:
 - i. if Client demands that TPD furnish or perform services contrary to TPD's responsibilities as a licensed professional; or
 - ii. if TPD's ability to provide services are delayed for more than 60 calendar days for reasons beyond TPD's control.
 - iii. if Client fails to pay TPD for its services in accordance with payment terms under Paragraph 1.
 - c) TPD shall have no liability to Client on account of a termination for cause by TPD.
 - d) Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 5.A.1.a if the party receiving such notice begins, within five (5) calendar days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 calendar days of receipt of notice.
 - 2. For convenience, by Client, effective five (5) calendar days after TPD's receipt of notice from Client.
- B. In the event of any termination under Paragraph 5, Client shall pay TPD for all services performed or furnished and all expenses incurred up through and including the termination date.

6. *Successors and Beneficiaries*

- a) TPD and Client each is hereby bound and the successors, executors, administrators, and legal representatives of TPD and Client are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- b) Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Client or TPD to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement

will be for the sole and exclusive benefit of the Client named in TPD's Professional Services Agreement and TPD and not for the benefit of any other party.

7. *Dispute Resolution*

Disputes shall be initiated by written notice. Prior to the initiation of any legal proceedings, Client and TPD agree to negotiate a resolution to each dispute between them in good faith during the 30 calendar days after receiving written notice of the dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. A written request for mediation may be made by either party. The receiving party shall respond within ten (10) business days, and the initial mediation session shall be held within thirty (30) business days of the request. The parties shall share equally the costs and expenses of the mediation, except that each party shall bear the cost of its own legal representation. If mediation is unsuccessful, then the parties may exercise their rights at law. Either party may proceed in accordance with applicable law to meet filing deadlines, but any litigation shall be stayed for a reasonable period to negotiate and mediate the dispute as set forth in this paragraph.

8. *General Conditions*

- a) TPD shall complete its services in accordance with the schedule identified in the Professional Services Agreement or if no time period is specified, within a reasonable period of time.
- b) TPD shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall TPD have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work. TPD shall not be responsible for the acts or omissions of any contractor. TPD neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work.
- c) TPD's opinions (if any) of probable construction cost are to be made on the basis of TPD's experience, qualifications, and general familiarity with the construction industry. However, because TPD has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, TPD cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by TPD. If Client requires greater assurance as to probable construction cost, then Client agrees to obtain an independent cost estimate.
- d) If any term or provision of this Agreement shall be held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions of this Agreement.
- e) Titles/Headings used in this Agreement are for convenience only and shall not be deemed to affect the meaning or construction of any of the terms, provisions, covenants, or conditions of this Agreement.
- f) A party's non-enforcement of any provision shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.
- g) Neither party will be in default of any provision of this Agreement for delays and performances resulting from strikes, riots, lock-outs, acts of God, or civil or military authority, fire, flood, tornadoes, epidemics, or other disasters, or events or acts beyond the reasonable control and without negligence of the party. Time to perform is extended by the time of delay.
- h) This Agreement is to be governed by the law of the state in which the Project is located.

9. *Total Agreement*

- a) This Agreement (together with any expressly incorporated attachments), constitutes the entire agreement between TPD and Client and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, or modified by a duly executed written instrument by both parties.

- b) This Agreement may be executed by way of original, facsimile, PDF or electronic signature and transmitted electronically. The Agreement may be executed in counterpart, each of which shall be deemed an original, but all counterparts together shall constitute one and the same Agreement.

{Continue to next page for Authorization Page}

AUTHORIZATION PAGE

Use of Agreement

Client agrees that the Scope of Services and related provisions in this Agreement represent a valuable and unique work product developed by TPD specifically for this Project. As such, it may not be used or disclosed by Client for any purpose without TPD's express consent in writing unless required to be released as part of a Freedom of Information Act request. This specifically precludes Client from utilizing the enclosed Scope of Services for the purpose of soliciting competitive bids from other companies, unless TPD has been compensated for our services in developing the Scope of Services and related provisions.

Client Acceptance

TPD's offer of services under this Agreement shall remain valid for thirty (30) calendar days from the date of this Agreement. Acceptance of the Agreement after the end of the thirty (30) day period shall be valid only if TPD elects, in writing, to reaffirm the Agreement, and waives its right to re-evaluate and resubmit the Agreement. In order for TPD to begin our services, we request that Client review this Agreement and return the signed authorization to our office.

Prepared by:

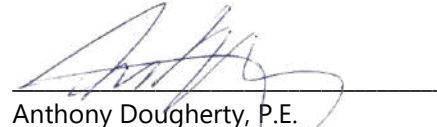
Traffic Planning and Design, Inc. (TPD)



Kyle J. Miller
Regional Construction Manager

Approved by:

Traffic Planning and Design, Inc. (TPD)



Anthony Dougherty, P.E.
Vice President, Construction Services

Client Authorization (TPD Job # EFTO.00018)

Client authorizes TPD to proceed with the services as described within this Agreement:

Signature: _____ Date: _____

Name (Please Print): _____

Title: _____ Firm: _____

E-mail Address: _____ Phone Number: _____

Billing Contact: _____ Billing Email: _____

Billing Address*: _____

City, State, Zip*: _____

** (If different than first page)*

Please retain one copy for your file and forward an executed copy to TPD.

Headquarters for Traffic Planning and Design, Inc. (TPD)
2500 East High Street, Suite 650
Pottstown, PA 19464
Phone 610.326.3100
www.TPDinc.com

Scott Swichar

From: [REDACTED]
Sent: Monday, March 23, 2026 3:24 PM
To: Scott Swichar
Cc: John Renzo; Matthew McAloon
Subject: Sawmill Road Culvert Replacement - Professional Services

Importance: High

Caution: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Scott - We reviewed the TPD proposal for professional services for the above project and plan documents; our estimated fees are below. Please note, these estimates are generally based on the conditions and stipulations as listed in the TPD proposal. For the purpose of these estimates we are assuming a construction period of one (1) month; with construction management services to be provided prior, during, and after the construction period. The below are estimated costs for services and not flat fees. Services will be billed on a time and materials basis in accordance with our current rates, but the largest savings is offering construction observation as part-time rather than full time. If there is an opportunity to revise the scope or save costs as construction is underway we can adjust accordingly; and if we anticipate costs increasing we will communicate (i.e., contractor quality issues, weather delays, unforeseen complications, etc.).

Construction Management: \$7,000

1. Includes pre and post construction coordination, 1 preconstruction meeting, change order reviews, and processing of contractor payments.
2. Includes shop drawing and submittal review.
3. Assumes all RFIs will be sent to TPD for review as the design engineer. Pennoni will coordinate with the contractor and design engineer.
4. Does not include easement, utility or private property/homeowner coordination or meetings.

Part-Time Construction Observation: \$11,500

1. 4-5 hours per day.
2. Any required on-site materials testing would be via a separate third party.
3. Does not include any public utility coordination.

Thank you for the opportunity; please let us know if you have any questions.

Thanks!

Nathan M. Cline, PE
Vice President, Office Director

Pennoni
158 West Gay Street, Suite 300 | West Chester, PA 19380

Scott Swichar

From: Graham Giangiulio <ggiangiulio@hathomson.com>
Sent: Tuesday, March 17, 2026 1:05 PM
To: Scott Swichar
Cc: Chad Osborn; Dave Hindman; Janet Brown
Subject: Congratulations – PIRMA 2026 Loss Control Grant Award

Caution: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Congratulations! East Fallowfield Township has been selected to receive the full \$5,000 requested for the purchase of AED units through PIRMA's 2026 Loss Control Grant program.

The Loss Control Committee was impressed with the quality of your submission and the anticipated benefit to your community.

The grant is provided on a reimbursement basis. Once the project expenses have been incurred, **please submit documentation of those costs for review to ggiangiulio@hathomson.com or your account manager.** After approval from PIRMA, the funds will be disbursed.

Please don't hesitate to contact me if you have any additional questions.

Thanks,
Graham
PIRMA Loss Control Grant Committee Member

Graham Giangiulio | Head of Marketing and Relations

H.A. Thomson Company

961 Pottstown Pike, Chester Springs, PA 19425





East Fallowfield Township Board and Commission Application

Name: ERIC SHANE CLOYD Telephone: [REDACTED]

Address: 19 ROKEBY ROAD Date: 8/27/2025

Email Address: [REDACTED]

Years as a Township Resident: 5 Occupation: ENGINEER

Background/Interests: SOCCER, SNOWS/MOVIES, ENGINEERING

Please check the board(s) or commission(s) that you would be willing to serve on:

☐ Park and Recreation Commission

☐ Historic Commission

☐ Planning Commission

☐ Environmental Advisory Committee (EAC)

☐ Zoning Hearing Board

☒ Municipal Building Committee

☐ Agricultural Security Commission

The above boards typically meet on a monthly basis or twice monthly. Quorums are required for any board to act, so attendance is important. Do you feel the other board members can count on your regular attendance so that business can be conducted?

☒ Yes ☐ No ☐ Seasonally – from _____ to _____

Why would you like to be on the board(s) or commission(s) you have selected: (Please use reverse side if necessary)

With my extensive background in engineering and large capital projects, I feel I'll be a benefit to the township and residents by participating on this board.

Concerns for the Township; if any:

¹ Please attach a resume and/or letter of interest

E. Shane Cloyd

19 Rokeby Road, East Fallowfield, PA 19320 • s [REDACTED]

Mission: Enhance my career growth and skills through a challenging position while contributing my talent and experiences. Strengthen leadership ability through increased responsibilities. Demonstrate the limits of projects and assignments by exceeding expectations.

Education: **MBA**, Drexel University 3/2012
MS Industrial Engineering, Lehigh University 1/2005
BS Industrial Engineering, Lehigh University 5/2003

Highlights: **Manufacturing Process Improvement**
Fabricated tools and parts kitting solutions implemented for mechanics to utilize at point-of-use. With Black Belt training, developed real-time visual management performance metrics pilot to assess the “health” of the operations in-work within production.

Mobile Application Development

Create mobile applications for Android OS, BlackBerry OS, and webOS. Published 16 mobile applications on webOS and BlackBerry PlayBook devices.

Data Mining & Analysis

Ability to mine extensive amounts of data (millions of records) in order to analyze current processing times, capacity constraints and bottlenecks.

Warehouse Picking Improvement

Engineered efficient solution to manual kit-picking process. Programmed in Visual Basic, was able to coordinate multiple kits to be picked simultaneously while reducing the risk of errors. Updated the kit interface and labeling process reducing the time required to build the kits. Approximately 75% reduction in cycle time.

Computer

Skills: Appian DirectRoute/ResourcePro, PC|Miler, HTML5+JS+CSS3, SQL, Tableau, MS Excel, Visual Basic, MS Office, ARENA Sim, AutoCAD, GOLD/Haystack, Python

Work

Experience: **President**, STEAM POWER, Coatesville, PA 2024-Present
A 501(c)(3) nonprofit that empowers the Coatesville community through accessible STEAM education, fostering creativity, workforce readiness, and inclusive innovation for youth and adults.

President, Our Dot Art, Coatesville, PA 2021-Present
A creative venture bringing communities together through LEGO®-inspired Dot Art kits and collaborative mural projects that make art accessible, interactive, and fun.

Principal Logistics Engineer, Penske Logistics, Reading, PA 11/2015-Present
Design and optimize customers’ logistics networks in the Northeast. Integrate with operations teams to continually improve processes, engage customers and their customers, and provide tools to streamline day-to-day tactical routing.

Industrial Engineer, Sikorsky Aircraft Corporation, Coatesville, PA 8/2013-9/2015
Responsible for all Industrial Engineering aspects of the S76D start-up program (standards, skillset assignments, metrics, manpower, planning, process improvements, customer options quotes, etc.). Prepared financial quotes for new business based on trending analysis of current production rates. Created automation tools for Operations to status their open work, as well as for IE to expedite their reporting capabilities.

Design Engineer, A. Duie Pyle, West Chester, PA 1/2013-8/2013
Key participant in Dedicated Services business unit start-up. Responsible for designing, modeling and pricing dedicated bids, and operationally sustaining optimal routes for awarded business.

Industrial Engineer Sr, Lockheed Martin, Fort Worth, TX

8/2010-1/2013

Final Assembly: Developed strategy for hand tools presentation line-side to jet. Developed strategy and implemented proactive support and manufacturing test equipment scheduling. **Wing Build:** Coordinated with Product Focus Team (PFT) to identify actions required to reduce the Production Interval from a 10-day takt to an 8-day takt. Developed and piloted consumables kitting and line-side storage to reduce inventory and mechanics' pick time. **Mate:** Sustain and improve Hard Tool Pull System used for proactively scheduling hard tooling, including calibration and WAPA status.

Quality Engineer, Lockheed Martin, Valley Forge, PA

1/2010-8/2010

Orchestrated the customer-facing monthly Corrective Action Board (CAB) meeting. Also responsible for obtaining and organizing data for weekly metrics associated with Quality Receiving Inspection.

Manufacturing Engineer, Lockheed Martin, Valley Forge, PA

7/2009-1/2010

Created and updated manufacturing planning for build, test and inspection processes. Worked alongside manufacturing operators to first understand the product and current processes, and make improvements where needed. Coordinated with Production Control and Program Management to assure planning was complete and accurate for deadline-driven production of ICBM updates and modifications.

Facilities Operations & Services, Lockheed Martin, Newtown, PA

1/2009-7/2009

Worked with Facilities team to manage Newtown location, including creating a proactive maintenance checklist.

Supply Chain Management, Lockheed Martin, Moorestown, NJ

7/2008-1/2009

Adapted to accelerated integration into Michelin tire programs, and rapid involvement in FASI. Tasked with facilitating FASI's Baseline Review. Instrumental involvement with mapping Haystack government purchases to MyParts internal LM purchase history for expediting Sourcing initiatives.

Sourcing Associate, ICG Commerce, King of Prussia, PA

11/2005-7/2008

Managed complete sourcing activities from analysis and characterization of clients' spend data through RFI process, Market Basket creation, RFQ process, Bid Analysis, negotiations with short-listed suppliers, supplier awards, client-supplier contracts and implementation. Coordinated client spend benchmarking to determine sourcing strategy, as well as inventory analysis for annual spend and on-hand inventory reduction. Managed projects with spend ranging from \$50K to \$30M+.

Project Engineer, Operations Concepts, Inc., Cherry Hill, NJ

5/2005-11/2005

Successfully saved companies six-figures with 1-2 year justified ROI analysis, mainly through automation implementation. Responsibilities included initial evaluation, client interaction, data collection and analysis, vendor RFPs, specifications, negotiations, and extensive report and presentation preparation and execution.

Staff Analyst, Ernst & Young, NY, NY

1/2005-5/2005

Provided fixed asset valuation for mergers & acquisitions. Position required proficient use of Microsoft Office tools, client interaction, great presentation skills, and teamwork to accomplish tasks.

Leadership: Team Lead, F-35 Component Final Finishes

7/2012-12/2012

Delegated tasks and priorities, supervised activity, and mentored development of social and technical skills for a Level 1 employee.

Academic

Experience: Supply Chain Research

6/2004-1/2005

Conducted research on safety stock placement in multi-echelon supply chains under uncertainty. Plans included creating software for safety stock placement based on new algorithm and incorporating stochastic lead-times.

IE/Rockwell Software Simulation Competition Finalist

5/2003

Using ARENA software, worked with a team to develop a simulation model of a fictitious manufacturing process created by a Rockwell Software consultant. Selected as one of five teams worldwide for finals to present in Portland, Oregon.

Other:

Operations Leadership Development Program (OLDP) Graduate, Green Belt Certified, Black Belt Trained, DoD Secret Clearance (expired), Provisional patent holder, Lego enthusiast

Joe McCormick
8 Edward Drive
East Fallowfield, PA 19320

October 25, 2025

Board of Supervisors
East Fallowfield Township
Strasburg Road
East Fallowfield, PA 19320

To the Board:

I am writing to express my interest in serving on the Municipal Building Committee. I believe that I have a unique combination of experience, training, prior municipal committee experience, and civic interest which would provide a valuable resource for the Committee and the Township as plans for a new municipal center evolve.

I have more than thirty years of experience in the design, development, supervision, and management of multiple types of building construction projects. During that time, I have held positions in virtually all aspects of the building process from project conception, engineering design, estimating, procurement, trade supervision, and project management. Starting at the engineering design desk, I worked my way up through increasingly more responsible positions culminating with serving as a regional manager for several of the largest mechanical contracting firms in the nation. The attached summary of experience provides more detailed career highlights.

Perhaps the relevant experience I have particularly well suited to the Municipal Building Committee is the most recent of my construction experience where I held positions with the Commonwealth of Pennsylvania as a Construction Inspector and Project Manager. In these positions, I was directly involved in the design and review process and construction implementation for state-owned facilities. Projects included state office buildings, hospital facilities, university academic buildings, national guard training centers, and renovation projects. This government work required extensive oversight of budgets and the fiduciary responsibility that comes with managing tax-payer funded projects. I believe this experience would be beneficial to the Township.

Please consider my interest and qualifications, and I hope that you find that I could become an asset to the Municipal Building Committee. Thank you for your consideration.

Sincerely,



Joe McCormick

Cc: Scott Swichar, Township Manager



East Fallowfield Township Board and Commission Application

Name: JOE McCORMICK

Telephone: [REDACTED]

Address: BEDWARD DRIVE, EAST FALLOWFIELD

Date: 10/25/25

Email Address: [REDACTED]

Years as a Township Resident: 20+

Occupation: CONSULTANT

Background/Interests: CAREER CONSTRUCTION PROFESSIONAL, YEARS SERVED WITH SEVERAL TOWNSHIP COMMISSIONS AND PLANNING TASK FORCE

Please check the board(s) or commission(s) that you would be willing to serve on:

☐ Park and Recreation Commission

☐ Historic Commission

☒ Planning Commission

☐ Environmental Advisory Committee (EAC)

☐ Zoning Hearing Board

☒ Municipal Building Committee

☐ Agricultural Security Commission

The above boards typically meet on a monthly basis or twice monthly. Quorums are required for any board to act, so attendance is important. Do you feel the other board members can count on your regular attendance so that business can be conducted?

☒ Yes

☐ No

☐ Seasonally – from _____ to _____

Why would you like to be on the board(s) or commission(s) you have selected: (Please use reverse side if necessary)

I HAVE YEARS OF EXPERIENCE WHICH WOULD BE A VALUABLE ASSET TO TOWNSHIP ADMINISTRATION AND PLANNING

Concerns for the Township; if any:

RESPONSIBLE MANAGEMENT AND CONSIDERED PLANNING FOR TOWNSHIP GROWTH AND DEVELOPMENT

¹ Please attach a resume and/or letter of interest

Joe McCormick
Summary of Qualifications

- **Education**
 - Brown University, Northeastern University, Rhode Island School of Design curriculums in Economics, Organizational Behavior, and Mechanical Engineering. Certificates in Architectural Building Design, HVAC Design, Building Automation and Controls
- **Engineering and Design**
 - Designed mechanical and electrical systems for construction projects in power generation, manufacturing, and petrochemical projects
- **Construction Engineering**
 - Field engineer working with contractors on site with biotech facilities, power generation, semiconductor, and process engineering projects interpreting architectural and design documents for construction and implementation
- **Plan and Design Review**
 - Reviewed conceptual project designs, feasibility and constructability studies, development of project budgets and cost
- **Project Management**
 - Oversight of project implementation, monitoring and control of manpower levels, cost and budget maintenance, scheduling and milestone completion targeting
- **Trade Supervision**
 - Oversight of trade labor performance, assessing manpower needs, quality control, schedule maintenance
- **Residential Construction**
 - Owned and operated small building construction firm involved with custom home construction, remodeling and renovation
- **Facilities Management**
 - Planning and project development for renovation, repairs, and upgrades to hotel properties for a national hotel ownership group
- **Energy Performance Contracting**
 - Working for major utility, designed and implemented energy conservation projects for hospitals, military, manufacturing, and municipal buildings on lighting, and mechanical system improvement projects
- **Regional Management for Contractors**
 - Oversight of planning, bidding and estimating, manpower loading, project implantation, fiscal oversight for several of the largest plumbing and mechanical contractors in the region
- **Construction Inspection**
 - Monitored construction implantation for state facilities, ensuring compliance with architectural plans and designs, quality of work. Pre-construction plan review, subcontractor bid process management, development of estimates and budgets
- **Project History**
 - Project experience includes Northeast Utilities various nuclear power generation facilities, IBM Semi-conductor facility, Children's Hospital of Philadelphia expansion, BASF pharmaceutical expansion, West Chester University, Bayer Pharmaceuticals, National Guard Readiness Facilities, SE Pennsylvania Veterans Hospital, Lincoln University



EAST FALLOWFIELD TOWNSHIP

Municipal Building Committee Meeting Minutes

March 23, 2026 at 6:30 PM



Members Present

John Ionata
Wilson Lambert
Chuck Argue
Jerry Dickinson

Township Staff Present

Scott Swichar, Township Manager

1. There was an executive session on March 23, 2026 to discuss applicant qualifications
2. CALL TO ORDER
3. INTERVIEW PROSPECTIVE MEMBERS:
 - a. Joe McCormick (5 minutes)
 - b. Shane Cloyd (5 minutes)
4. MOTION: Jerry Dickinson recommend Joe McCormick to the Township's Board Supervisors for appointment to the Municipal Building Committee. John Ionata seconded.

Vote: 4-0.
5. MOTION: Chuck Argue recommend Shane Cloyd to the Township's Board Supervisors for appointment to the Municipal Building Committee. John Ionata seconded.

Vote: 4-0.
6. PUBLIC PARTICIPATION - 20 minutes

Shane Cloyd, Township resident, asked a question about livestreaming of meetings.
7. ADJOURNMENT AT 7:07PM

COUNTY OF CHESTER TAX CLAIM BUREAU

313 W. MARKET STREET, SUITE 3602, P.O. BOX 2748, WEST CHESTER, PA 19380-0991

Phone: 610-344-6360

Fax: 610-344-4722

www.chesco.org



March 5, 2026

By: _____

East Fallowfield Township
Scott Swichar, Township Manager
2264 Strasburg Road
East Fallowfield, PA 19320

Scott,

Chester County has acted to exonerate any uncollectable County real estate property tax liens on certain parcels. The parcel detailed on the attached report has a delinquent real estate property tax that is uncollectable because the mobile home was physically removed from the associated lot.

At this time, the Chester County Tax Claim Bureau is asking whether your Board is willing to exonerate its property tax lien(s). Such action will allow the Tax Claim Bureau to update its system to reflect only collectable tax liens and ensure more efficient use of resources. If you are amenable to this request, please execute the authorization on the following page and return the original so the Bureau can be assured your taxing authority has received this correspondence. Upon receipt of the authorization, the Bureau will remove the uncollectable tax lien(s) from the system.

Should you not consent to the requested action, please email jschuck@chesco.org so the Bureau can record your decision. If you have any clarification questions, do not hesitate to contact me directly at 610-344-6147 Monday through Friday from 8:30 a.m. to 4:30 p.m. Thank you for your partnership in this matter.

Regards,


Jonathan B. Schuck
Director

AUTHORIZATION

I/We

(Members of Board of Supervisors, Council or School District Board of Directors)

On behalf of

(City, Borough, Township or School District)

authorize the removal of the tax liens for the attached parcels on

(Date)

Chester County Tax Claim Bureau
 Uncollectable Real Estate Property Tax Liens
 As of March 2026

Parcel ID	Owner of Record	Tax Authority	Tax Year	Face \$	Penalty \$	Interest \$	Pmt \$	Total \$	Tax Auth Total \$	Comments
4704_0002950T	Levengood, William	East Fallowfield Twp	2025	464.80	48.48	8.00	0.00	541.28	541.28	mobile home removed from lot effective 2026 tax year



March 13, 2026

EFLWT 10008

Attn: Scott M. Swichar, Township Manager
East Fallowfield Township
2264 Strasburg Road
East Fallowfield, PA 19320

**RE: Robert B, McDougal Trust, 1855 Goosetown Road
Final Minor Subdivision Plan**

Dear Scott:

As requested, we have reviewed the submission prepared by Tangency Solutions, in connection with the referenced project, including:

- "Preliminary/Final Minor Subdivision Plan for 1855 Goosetown Road" (one sheet), dated February 1, 2026;
- Application and supporting documents.

The applicant/owner, the Robert B. McDougal Trust, proposes to subdivide an existing parcel, UPI 47-6-5 (±8.2 acres), into two separate lots: Lot 1 (±2.47 acres); & Lot 2 (±5.2 acres). An existing single-family dwelling and accessory structures are to remain on Lot 1; no land development is proposed. The site is located on the north side of Goosetown Road (T-383), approximately ±650 feet west of its intersection with South Caln Road (T-398), within the *R-1 Low Density Residential Zoning District*. The site is currently serviced by public water and sanitary sewer.

The plan notes three (3) waivers requests:

1. §22-301 requiring the installation or enhancement of off-site improvements authorized by the Township;
2. §22-405 requiring a separate preliminary and final submission; and
3. §22-507 requiring the submission of a stormwater management plan.

We offer the following comments:

ZONING

1. Minimum front yard setbacks shall be 80 feet from the street right-of-way line; the front yard setback for Lot 1 is 75.9 feet. Please note this as an existing nonconformity.
2. It is possible that the future development of Lot 2 may require zoning relief for grading withing steep or very steep slope areas for a driveway necessary for access to the principal use and sewer, water, and other utility lines when it can be demonstrated that no other routing for access or utility lines is feasible. Further, the installation of seepage beds in areas of very steep slopes shall be prohibited. (§27-1402.3(B)(1)(b)(2)) Please confirm if steep or very slopes exist in the flag portion of the lot and if they do , if they can be avoided. If not an argument could be made that a flag lot oriented to east may be feasible without disturbing steep slopes (if present).
3. Slopes shall be measured over three or more two-foot contour intervals (six cumulative vertical feet of slope). (§27-1402.3(B)(2)) Please note all areas of steep and very steep slopes and clarify if any disturbance is anticipated.
4. If steep or steep slopes are present, the following information shall be submitted with a subdivision application §27-1402.3(C)):

- a. A grading plan shall be provided identifying the existing contours of the site, proposed finished grades, and the proposed location of all buildings and structures.
 - b. The adequacy of access to the site for emergency vehicles shall be subject to review by the Fire Marshal or his designee. The necessary information shall be submitted by the applicant to the Fire Marshal or his designee for his review.
 - c. Plan, profile, and typical cross-sections of any proposed street, emergency access, or driveway within areas of steep slopes shall be provided, sealed by a registered professional engineer.
5. Please clarify if any woodlands, hedgerows and/or specimen vegetation are anticipated to be removed for the future development of Lot 2. (§27-1402.7 & §22-630)
6. Note a Class 2 historical resource located on the adjacent parcel to the east, UPI 47-6-6. A *Historic Resource Impact Study* is required per §27-2412.1.A; however, as this is a minor subdivision with no proposed improvements, the Board may consider waiving this requirement, as permitted by §27-2412.1

SUBDIVISION AND LAND DEVELOPMENT

7. Landowners applying for a minor subdivision may elect to submit such application in the form of a final plan, in which event the submission requirements set forth in §22-403 to §22-406 hereof shall not be applicable. (§22-401.1(B)) A preliminary plan submission is not required for minor subdivisions and the requested waiver from the requirement of a preliminary plan submission should be removed.
8. If, at a minimum, conceptual level design information is not provided for Lot 2, the applicant should request waivers from the various Code sections requiring this information, in addition to §22-507. (§22 – Part 5 Plan Requirements)
9. No off-site or adjacent improvements are warranted by this project, therefore, the requirements of §22-301 are not applicable; this waiver request should be removed.
10. Please note the following plan comments:
 - a. Contact information for the design professional shall be added to the plan, (§22-503.1(B)(1)(d))
 - b. Revise to note a *Final* plan. (§22-503d.1(B)(1)(e))
 - c. Township road number and right-of-way/cartway widths shall be added indicated. (§22-503.1(B)(3))
11. It is recommended that the sight distance at the potential driveway location be confirmed in accordance with §22-609.

GENERAL

12. The applicant's engineer is contacting PADEP regarding Sewage Facilities Planning Module requirements, if any.
13. County Planning review is pending.
14. Pending clarifications to the above comments, the plan shall clearly note all future information, permits, approvals and the like that may be required in order to develop Lot 2.

Should you have any further questions or comments, please contact me.

Sincerely,

PENNONI ASSOCIATES INC.



Nathan M. Cline, PE
Township Engineer

**BEFORE THE
BOARD OF SUPERVISORS OF EAST FALLOWFIELD TOWNSHIP**

IN THE MATTER OF THE PRELIMINARY/FINAL MINOR
SUBDIVISION AND LAND DEVELOPMENT APPLICATION OF:

Robert B. McDougal Trust
1855 Goosetown Road
East Fallowfield, PA 19320

RE: Robert B. McDougal Trust, 1855 Goosetown Road
Final Minor Subdivision Plan

FOR PREMISES KNOWN AS:
UPI #: 47-6-5 (the "Subject Property")

AND NOW, this 24th day of March, 2026, the Board of Supervisors of East Fallowfield Township ("Board") renders a Decision in connection with the Robert B. McDougal Trust Final Minor Subdivision Plan Application related to 1855 Goosetown Road. For the reasons set forth more fully below, the Application and the accompanying Plans, dated February 1, 2026, (hereinafter "Plans") are conditionally APPROVED, together with the waivers set forth below. The foregoing relief is subject to the conditions set forth more fully below.

FINDINGS OF FACT AND DISCUSSION

The Applicant is the Robert B. McDougal Trust, which is seeking subdivision approval related to the Subject Property, Chester County Uniform Parcel Identifier No. 47-6-5. The Robert B. McDougal Trust is the title owner of the Subject Property. Matthew Wayman, PLS, is an authorized agent for the Robert B. McDougal Trust, an Architect and Surveyor for the Subject Property. The Subject Property is located on the north side of Goosetown Road (T-383), approximately 650 feet west of its intersection with South Caln Road (T-398). It is located in the Township's R-1 Low Density Residential Zoning District.

Applicant proposes to subdivide the existing 8.1-acre tract into two separate, conforming parcels for residential use. Lot 1 is identified as 2.5 acres and will contain the existing single-family dwelling and accessory structure. No future land development is proposed by the Applicant for Lot 1. Lot 2 will be 5.2 acres, which Applicant plans to develop as a flag lot to accommodate one single-family dwelling. It will connect to public sewer and public water while the parcel is being developed. No on-lot sewage disposal systems are proposed for Lot 2. The existing dwelling on the Subject Property (what would be Lot 1 after subdivision) is currently serviced by public sanitary sewer.

The Township Planning Commission issued its review of the Application by letter dated March 18, 2026, noting its recommendation for conditional approval. The Township Engineer likewise issued a review letter dated March 12, 2026, noting a variety of open issues, compliance of which shall be a condition of the instant Decision.

In the context of the Application, Applicant requested waivers from SALDO Section 22-301 (subdivision and land development control provisions), Section 22-405 (requiring a separate preliminary and final submission) and Section 22-507 (requiring the submission of a stormwater management plan). As noted by the Township Engineer, a waiver is not necessary from SALDO Section 22-301 or Section 22-405, as the Plan is being presented as a minor subdivision application and given that no off-site or adjacent improvements are warranted. The Township Engineer noted no adverse comments to the waiver from Section 22-507, other than noting that it be expanded to reference the provisions requiring concept level design information under Chapter 22, Part 5, Plan Requirements. The Township Engineer also noted that the Applicant should request waiver from Section 27-2412.1 (requiring a Historical Resource Impact Study be completed when Class 2 historical resources are located on or adjacent to the Subject Property). Because the Application

is for a minor subdivision with no proposed improvements, the Township Engineer noted that the Board should consider waiving the requirements for Section 27-2412.1 of the East Fallowfield Township Zoning Ordinance.

CONCLUSIONS OF LAW

1. The Board has exclusive jurisdiction to hear and decide the Applicant's Final Minor Subdivision Plan Application pursuant to the Pennsylvania Municipalities Planning Code and the East Fallowfield Township Subdivision and Land Development Ordinance.

2. Subject to compliance with the below-imposed conditions, Applicant's Plans comport with the applicable provisions of the East Fallowfield Township Zoning Ordinance, and the Township Subdivision and Land Development Ordinance with respect to the instant land development Application.

3. The imposition of the below-listed conditions is reasonable, appropriate and necessary to effectuate and implement the purpose of the Zoning Ordinance and Township Subdivision and Land Development Ordinance, as well as the representations by the Applicant during the Plan review process.

DECISION

AND NOW, this 24th day of March, 2026, in consideration of the Application of the Robert B. McDougal Trust, its Final Minor Subdivision Plan Application, together with their requests for waivers from SALDO Section 22-507, are conditionally APPROVED, subject to Applicant's compliance with all of the notes and conditions therein contained, and the following conditions:

1. All of the conditions below must be satisfied prior to release of the Plans for recording. All conditions referenced in the Findings of Fact and Discussion above are additionally incorporated into this decision as conditions of approval.

2. Applicant shall comply with all outstanding comments in the Township Engineer review letter dated March 13, 2026, to the extent not previously addressed to the satisfaction of the Township and Township Engineer.

3. The Subject Property shall comply with all relevant terms and provisions of the East Fallowfield Township Zoning Ordinance, the East Fallowfield Township Subdivision and Land Development Ordinance, and all other applicable regulations, to the extent waiver or relief therefrom is not granted.

4. Applicant shall note that Lot 1 is an existing nonconformity as to the minimum front yard setback. East Fallowfield Township's Zoning Ordinance provides the minimum front yard setbacks should be 80 feet from the street right-of-way. The front yard setback for Lot 1 on the Subject Property is currently 75.9 feet.

5. Applicant shall confirm if a steep or very steep slopes exist in the flag portion of the lot of the Subject Property. If such steep or very steep slopes exist in the flag portion of the Subject Property, Applicant shall confirm whether the installation of seepage beds in areas of very steep slopes can be avoided, to the satisfaction of the Township Engineer.

6. Applicant shall note all areas of steep and very steep slopes on the Plans and clarify if any disturbances are anticipated due to the subdivision.

7. Applicant shall submit the following information for Township Engineer review and approval if steep or very steep slopes are present on the Subject Property:

- a. A grading plan identifying the existing contours of the site, proposed finished grades, and the proposed location of all buildings and structures.

- b. Submit to the East Fallowfield Township Fire Marshal, or his designee, for his review all adequacy of access to the Subject Property for emergency vehicles information.
 - c. Plan, profile, and typical cross-sections of any proposed street, emergency access, or driveway within areas of steep slopes, sealed by a registered professional engineer.
- 8. Applicant shall clarify if any woodlands, hedgerows and/or specimen vegetation are anticipated to be removed for the future development of Lot 2 once subdivision of the Subject Property occurs.
- 9. Applicant shall remove its requested waivers from Section 22-401 and Section 22-405 from its Plans, as being unnecessary.
- 10. Applicant shall revise the plans to reference approval of waivers from Part 5, Plan Requirements, as well as Section 27-2412.
- 11. Applicant shall add the following information to its Plan:
 - a. Contact information for the design professional;
 - b. A Final plan; and
 - c. Township road number and right-of-way/cartway widths.
- 12. Applicant shall confirm that the sight distance at the potential driveway location conforms with East Fallowfield Ordinance Section 22-609.
- 13. Pursuant to the Municipalities Planning Code, 53 P.S. § 10510(g), the Applicant shall, within forty-five (45) days of receipt of the instant Decision, reimburse the Township for all outstanding engineering, administrative, legal and other review fees associated with the Applicant's subdivision and land development Application, and shall, within thirty (30) days of

receipt of any subsequent invoices from the Township or its professional consultants, remit payment to the Township for all reasonable engineering, administrative, legal and other review fees associated with the Applicant's subdivision and land development of the Subject Property. Should Applicant wish to dispute any of the above-referenced fees, he must notify the Township and the Township's professional consultant no later than 100 days after the transmittal of any bill for services, and shall identify with specificity the basis for the objection to any charge for fees, cost, expense, etc. The failure of Applicant to contest such fees within 100 days constitutes a waiver of the right to contest any such fees charged. Should Applicant contest any fee, she shall nonetheless remit payment of the disputed fees, without prejudice to her position in disputing the same. The procedure set forth in the Municipalities Planning Code, 53 P.S. § 10510(g)(2) through (5), shall then be utilized to resolve all timely disputed fees. Any balance not paid within such thirty (30) day period shall bear interest at the rate of 10% per annum.

14. To the extent that any of the above conditions are determined to be invalid, the invalid condition(s) are severable and the invalidity shall not affect the validity of the remaining conditions imposed.

East Fallowfield Township Board of Supervisors

Mike Domboski, Chair

Al Wright, Vice-Chair

Wilson T. Lambert, Jr., Member

Katja DiRado, Member

Deborah Stoff, Member

Scott Swichar

From: Giuntini, Guido <GGiuntini@wcupa.edu>
Sent: Monday, March 16, 2026 7:21 PM
To: Scott Swichar
Subject: PC Meeting 3/16

Caution: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Scott,

Present, myself, Deb, Sue and Jerry.

Two things:

1. We recommended the subdivision to the BOS, pending conforming to township engineer's comments. There were no questions.
2. Deb asked about the blighted property ordinance situation, specifically, the possibility of using native plants above the maximum allowed height.

Let me know if you have any questions.

Thanks,
Guido

Guido Giuntini, MS

Adjunct, Department of Economics and Finance
West Chester University
ggiuntini@wcupa.edu



2/17/26

Matthew Wayman, PLS
107 Cooper Hawk Drive, Coatesville, PA 19320
mwayman@tangencysolutions.com
484-703-9985

2/13/26

Re: McDougal Subdivision
Tax Parcel No. 47-6-5
1855 Goosetown Road

On behalf of the Robert B. McDougal Trust, please accept the enclosed Minor Subdivision application for the above-referenced property located at 1855 Goosetown Road.

The application proposes the subdivision of the existing 8.181-acre tract into two conforming residential lots within the R-1 Zoning District. Proposed Lot 1 (2.465 acres) contains the existing single-family dwelling. Proposed Lot 2 (5.196 acres) will accommodate one future single-family dwelling and will be served by existing public water and public sanitary sewer at the time of development. No sewer extensions or other site improvements are proposed as part of this subdivision.

Enclosed please find the completed Township application, subdivision plan sets, Act 247 County referral form, Planning Module for Land Development (public sewer), PNDI receipt, and applicable filing fees and escrow deposit.

We respectfully request that the application be accepted as complete and scheduled for review by the Planning Commission and Board of Supervisors. Please let us know if any additional information is required.

Thank you for your time and assistance.

Sincerely,

Matthew Wayman, PLS

EAST FALLOWFIELD TOWNSHIP
CHESTER COUNTY, PA.
SUBDIVISION, LAND DEVELOPMENT OR LOT LINE CHANGE

PRELIMINARY PLAN SUBMITTAL

Applicant

- 1) _____ Obtain Application from East Fallowfield Township.
 - 2) _____ Planning Commission. Must receive original with submission.
 - 3) _____ Contact Chester County Health Department for Planning Modules.
 - 4) _____ Submit the following to the Township Office to be checked for completion.
(Application will not be accepted if not "completely" submitted)
 - a) Eleven (11) copies of the completed application.
 - b) Escrow fees per Township Resolution payable to East Fallowfield Township.
 - c) Ten (10) full size copies and ten (10) 11X17 copies of the Preliminary/Final Plan, sealed by a Professional Engineer with four (4) copies of supplementary information (i.e., drainage calculations, etc.
 - d) Submit a PDF file of plans if possible.
 - e) Submit Original Act 247 form plus appropriate fees payable to Chester County Planning Commission.
 - f) Submit Five (5) copies of the sewer module if applicable.
- 5) _____ Township Office confirms completion of application.

The Township will submit

- 1) _____ One (1) copy of the application, One (1) copy of the Act 247 form (original gets submitted), Two (2) copy of the plan and supporting documentation and Two (2) planning module to the Chester County Planning Commission.
- 2) _____ One (1) copy of the application and One (1) copy of the plan and, One (1) copy of supplementary information to the Township Engineer.
- 3) _____ Two (2) copies of the plan and sewer modules to the Chester County Health Department.
- 4) _____ Email the Township Planning Commission the PDF file and application. Provide Two (2) full size plans and the supplementary information. (Email 11x17 plans and application)
- 6) _____ One (1) copy of the full size plans and application to the Township Solicitor.
- 7) _____ One (1) copy of the full size plans to Jamie MacCombie along with Two (2) Sewage Modules.
- 8) One (1) copy of the full plans and 11x17 plans to Louise Wennberg at the GIS Department.
- 9) _____ One (1) copy of everything for the Township files.

Keep all extra plans until they are superseded.

Della Penna Engineering, Inc.
21 Whitetail Lane
Parkesburg, Pa 19365
Phone: 610-857-0045 Fax: 610-857-0046
Email: chrisdp1@comcast.net

MUNICIPAL FEE SCHEDULE

EFFECTIVE JANUARY 1, 2019

Township Engineer.....	\$107.00/Hour
Construction Observation.....	\$70.00/Hour

ADDITIONAL CHARGES

Large Format Black & White Copies	\$0.50/S.F.
Materials or Equipment	Cost
Sub consultant	Cost

All hourly rates are portal to portal from Parkesburg office.

Clients will be billed monthly for services to date.

A service charge of 1% per month (12% annual) will be added to invoices outstanding over 30 days.

The above rates and charges are for the current calendar year only and are subject to change January 1 of each calendar year.

Page 1 of 1



County of Chester Subdivision / Land Development Information Form



*Indicates required information.

*UPI 47 - 6 - 5

*Municipality EAST FALLOWFIELD TWP

DEP Code # 1-15

*Subdivision Name MCDUGAL - MINOR SUBDIVISION

*Site Address and/or Street Intersection 1855 GOOSETOWN RD
(i.e.: 201 W Market St. or NE Corner of W Market St & N New St)

*Developer Robert B. McDougal Trust Phone # 755-442-1240

*Developer Mailing Address 1855 Goosetown Road, Coatesville, PA 19320

*Property Owner Robert B. McDougal Trust

Agent/Consultant MATTHEW WAYMAN, PLS Phone # 484-703-9985

Agent/Consultant Mailing Address 107 COOPERHAWK DRIVE, COATESVILLE, PA 19320

*Total # of proposed lots 2 - # of parent tract lot(s) 1 = # of new proposed lots 1

OR

- ☐ Development of existing lot (i.e., an approved, vacant lot)
☐ Additional structure on lot (i.e., in-law suite, other structure on lot)
☐ Existing structure, change in use (i.e., office to apartment)

Explain Subdivision of 8.3-acre tract into two conforming lots.

*Type of Development

- ☒ Residential
☐ Non-Residential
☐ Non-Building
☐ Lot Line Change (0 lots)
☐ Change of Use (0 lots)
☐ Mixed Use

*Type of Sewage Disposal

- ☐ Individual
☐ Community ☐ DEP Permit
☒ Public
☐ Clean Streams (Repair, 0 lots)
☐ Community Clean Streams
☐ None

*Type of Water Supply

- ☐ Individual
☒ Public
☐ Community Well
☐ None

For Chester County Health Department Use Only Unique ID # _____

Subdivision Review Fee \$ _____ Receipt # _____ Date _____

\$ _____ Receipt # _____ Date _____

\$ _____ Receipt # _____ Date _____

CCHD Review Date _____ DEP Approval Date _____

Total # of approved lots _____ - # of parent tract lot(s) _____ = # of new lots created _____

SEO # _____ Database updated _____

**APPLICATION FOR REVIEW OF A PRELIMINARY OR FINAL PLAN
EAST FALLOWFIELD TOWNSHIP, CHESTER COUNTY**

Application # _____

The undersigned hereby applies for review by the East Fallowfield Township Planning Commission of the preliminary or final plan submitted herewith and described below:

1. Name of Subdivision MCDUGAL - MINOR SUBDIVISION Plan Dated 02/01/2026
2. County Deed Book Number 11420 Page Number 18
3. Tax Parcel Page Number 47-6-5

2. Name of Property Owner(s) ROBERT B-MCDUGAL TRUST
(If corporation, list corporation name address and 2 officers)

Address 1855 GOOSETOWN RD, COATESVILLE, PA 19320

3. Name of Applicant MATTHEW WAYMAN, PLS

(If other than owner)

Address 107 COOPERHAWK DRIVE, COATESVILLE, PA 19320

Phone Number 484-703-9985

4. Applicant's Interest if other than owner Authorized Agent

5. Engineer, Architect, Surveyor, or Landscape Architect responsible for plan MATTHEW WAYMAN, PLS SU075525

Address 107 COOPERHAWK DRIVE, COATESVILLE, PA 19320

Phone Number _____

6. Total Acreage 8.33 acres (gross)
8.181 acres (net of ROW) Number of Lots 2

7. Acreage of adjoining land in same township (if any) _____

8. Type of Development (Number of Units/Lots)

Single Family 2
Two Family _____
Multi-Family _____
Commercial _____
Other (Specify) _____

9. Will construction of buildings be undertaken immediately? Yes ☒ No ☐
By whom?

Subdivider _____
Other Developers _____
Purchasers of _____
Individual Lots _____

10. Type of water supply proposed? X Individual On-Site
Public (Municipal)
System (Length in Feet)

PAGE 2

X

12. Are all streets proposed for dedication? Yes ^x No

R-1 Residential District

(Public water and sewer currently serve parent tract)

Number

10

10

5

16. List subdivisions and land development projects you have been involved with for reference

Signature of Owner or Applicant _____

Signature of Owner or Applicant ROBERT B McDougal TRUST

(8y)

Date _____

13 FEBRUARY 2026

**EAST FALLOWFIELD TOWNSHIP
PRELIMINARY & FINAL SUBDIVISION/LAND DEVELOPMENT
SUBMITTAL TIME FRAMES**

Preliminary/Final Plan - CLOCK DATE

- 1) Plans and the necessary documentation that would be deemed a COMPLETE APPLICATION must be submitted fourteen (14) calendar days prior to our regular scheduled Planning Commission Meeting. Failure to submit within the required time frame will cause the application to be reviewed at the next scheduled Planning Commission Meeting. NOTE: INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.
- 2) The ninety (90) day clock shall begin on the date of the regularly scheduled Planning Commission Meeting when the plans are reviewed by the Planning Commission.

Preliminary/Final Plan - REVIEW TIME FRAME

- 1) Following the receipt of the COMPLETE SUBMITTAL by the Planning Commission, the Township will forward the documentation to the appropriate Agencies.
- 2) The following time frames are required by the various agencies:
 - A) C C Planning Commission - Thirty (30) working days upon receipt.
 - B) C C Health Department - Twenty (20) working days upon receipt.
 - C) E Fallowfield Twp Engineer - Twenty (20) working days upon receipt.
- 3) Upon receipt of the review comments from the above agencies, the applicant will be placed on the Agenda of the next regularly scheduled Planning Commission Meeting.

Planning Commission - AGENDA SCHEDULING:

Any applicant who requests to have their Project placed on the Planning Commission Agenda must contact the Planning Commission Secretary, Karen Wilson, at the Township office @ 610-384-7144 ext. 103 fourteen (14) calendar days prior to the next scheduled meeting.

The Planning Commission Secretary shall forward the Agenda to the Planning Commission Chairman twelve (12) calendar days prior to the next scheduled meeting. Information packets will be distributed to the Planning Commission no less than seven (7) working days prior to the meeting.



pennsylvania
DEPARTMENT OF ENVIRONMENTAL
PROTECTION

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
BUREAU OF POINT AND NON-POINT SOURCE MANAGEMENT

Code No.

SEWAGE FACILITIES PLANNING MODULE

Component 1. Exception to the Requirement to Revise the Official Plan

(Return completed module package to appropriate municipality)

DEP USE ONLY				
DEP CODE #	CLIENT ID #	SITE ID #	APS ID #	AUTH ID #

This planning module component is used to satisfy the sewage facilities planning requirements for subdivisions of 10 lots or less (including residual lands) intended as building sites for detached single family dwelling units served by individual onlot sewage disposal systems. The number of lots includes only those lots created after May 15, 1972. Refer to the instructions for help in completing this component.

NOTE: All soil testing must be field verified by the Sewage Enforcement Officer (SEO). The SEO must notify the approving agency verbally or in writing at least 10 days prior to testing. In some cases, a representative of the approving agency may wish to observe the soil testing.

REVIEW FEES: Amendments to the Sewage Facilities Act established fees to be paid by the developer for review of planning modules for land development. These fees may vary depending on the approving agency for the project (DEP or delegated local agency). Please see Section K and the attached instructions for more information on these fees.

A. PROJECT INFORMATION (See Section A of instructions)

- Project Name
MCDUGAL - MINOR SUBDIVISION
- Brief Project Description
Subdivision of an 8.3-acre tract at 1855 Gossetown Road into two residential lots. The existing dwelling on Lot 1 is served by public sewer. Proposed Lot 2 will be developed with one single-family dwelling connecting to existing public sanitary sewer. No on-lot disposal or sewer extension is proposed.
- Total Number of Lots:

Number of Lots Being Proposed	1
+ Residual Land Parcel/Lot.....	+ 1
+ Number of Previous Lots Developed from Present Tract As it Appeared on May 15, 1972	+
Total	= 2 *

* If total exceeds 10, do not use this form. Contact DEP for correct forms.

B. CLIENT (MUNICIPALITY) INFORMATION (See Section B of instructions)

Municipality Name East Fallowfield Township	County Chester County	City ☐	Boro ☐	Twp ☒
Municipality Contact - Last Name Swisher	First Name Scott	MI	Suffix	Title
Additional Individual Last Name	First Name	MI	Suffix	Title
Municipality Mailing Address Line 1	Mailing Address Line 2			
Address Last Line -- City	State	ZIP+4		
Phone + Ext. ()	FAX (optional) ()	Email (optional)		

C. SITE INFORMATION (See Section C of instructions)

Site (Land Development Project) Name
MCDOUGAL - MINOR SUBDIVISION

Site Location Line 1
1855 GOOSETOWN RD

Site Location Line 2

Site Location Last Line -- City
Coatesville

State
PA

ZIP+4
19320-1317

Latitude
40.0105 N

Longitude
75.8755 W

Detailed Written Directions to Site

Description of Site (Project)

Residential property located along Goosetown Road in the R-1 Zoning District. Property served by public water and public sanitary sewer.

Site Contact (Developer) -- Last Name First Name MI Suffix Phone Ext.
Robert B. McDougal (Trustee) (775) 442-1240

Site Contact Title Site Contact Firm (if none, leave blank)
Owner/Trustee

FAX Email
()

Mailing Address Line 1 Mailing Address Line 2

Mailing Address Last Line -- City State ZIP+4

D. PROJECT CONSULTANT INFORMATION (See Section D of instructions)

Last Name First Name MI Suffix
Wayman Matthew

Title Consulting Firm
PLS Tangency Solutions

Mailing Address Line 1 Mailing Address Line 2
107 Cooper Hawk Drive

Address Last Line -- City State ZIP+4 Country
Coatesville PA 19320-1361 USA

Email Phone Ext. FAX
mwayman@tangencysolutions.com (484) 703-9985 ()

E. AVAILABILITY OF DRINKING WATER SUPPLY

This project will be provided with drinking water from the following source: (Check appropriate box)

- ☐ Individual wells or cisterns.
☐ A proposed public water supply.
☒ An existing public water supply.

If existing public water supply is to be used, provide the name of the water company and attach documentation from the water company stating that it will serve the project.

Name of water company: PA American Water or local authority

F. PROJECT NARRATIVE (See Section F of instructions)

- ☐ A narrative has been prepared as described in Section F of the instructions.

The applicant may choose to include additional information beyond that required by Section F of the instructions.

The proposed McDougal Subdivision (1855 Goosetown Road) consists of the division of an existing 8.3-acre tract into two residential lots within the R-1 Zoning District of East Fallowfield Township.

The existing dwelling located on proposed Lot 1 is currently served by public sanitary sewer.

The proposed Lot 2 will be developed with one future single-family dwelling, which will connect to the existing public sanitary sewer system serving the property. No on-lot sewage disposal systems are proposed.

G. GENERAL SITE SUITABILITY (See Section G of Instructions)

1. PLOT PLAN

Attach an original or copy of a 7½ minute USGS topographic map with the area of the proposed land development plotted and labeled. Attach a copy of the plot plan of the proposed subdivision showing the following information:

- | | |
|---|--|
| a. Location of all soils profiles and percolation tests. | j. Wetlands from National Wetland Inventory Mapping and USDA Hydric Soils Mapping. |
| b. Slope at each test area. | k. Floodplain and floodways (Federal Flood Insurance Mapping). |
| c. Soil types and boundaries. | l. Designated open space areas. |
| d. Existing and proposed streets, roadways, access roads, etc. | m. Remaining acreage under the same ownership and adjoining lots. |
| e. Lot lines and lot sizes. | n. Existing onlot or sewerage systems; pipelines, transmission lines, etc. |
| f. Existing and proposed rights-of-way. | o. Prime agricultural land. |
| g. Existing and proposed drinking water supplies for proposed and contiguous lots | p. Orientation to North. |
| h. Existing buildings. | |
| i. Surface waters. | |

2. RESIDUAL TRACT PLANNING WAIVER REQUEST

A waiver from sewage facilities planning ☐ is, ☐ is not requested for the residual land tract associated with this project. (See Section H, I and J and instructions for additional information).

3. SOILS INFORMATION

- a. Attach copies of "Site Investigation and Percolation Test Report" (3800-FM-BPNPSM0290A) (formerly known as "Appendix A") form(s) for the proposed subdivision.
- b. Marginal conditions for long-term onlot sewage disposal ☐ are, ☐ are not present. See marginal conditions information in Sections H and J and in attached instructions.
- c. If one or more lots in this subdivision are planned to be served by Individual Residential Spray Irrigation Systems (IRSIS), please see the specific information on IRSIS in Section G of the instructions.

Both the soils description preparer and developer must sign below indicating acknowledgement of the false swearing statement.

I verify that the statements made in this component are true and correct to the best of my knowledge, information and belief. I understand that false statements are made subject to the penalties of 18 Pa. C.S.A. §4904 relating to unsworn falsification to authorities.

Soils Description Preparer Name (Print)

Signature

Date

ROBERT B McDOUGAL TRUST

Developer Name (Print)

[Signature]
Signature

13 FEB 2026
Date

H. MUNICIPALITY'S CERTIFIED SEWAGE ENFORCEMENT OFFICER (See Section H of instructions)

1. I have confirmed the information relating to the general suitability for onlot sewage disposal contained in this component. Confirmation of this information was based upon on-site verification of soil tests, general site conditions and other generally available soils information. The proposed development site:
☐ Is generally suitable for onlot disposal. This module does not constitute individual permit approval.
☐ Is marginal for long-term onlot disposal. (See instructions for information on marginal conditions).
☐ Is not generally suitable for onlot disposal. (See my attached comments regarding this determination).
☐ Cannot be evaluated for general site suitability because of insufficient soils testing.
2. The proposed development site is considered "marginal for onlot disposal" or for long-term onlot system use because one or more of the following conditions exist. (Check all that apply).
☐ Soils profile examinations which document areas of suitable soil intermixed with areas of unsuitable soils.
☐ Site evaluation which documents soils generally suitable for elevated sand mounds with some potential lots with slopes over 12%.
☐ Site evaluation which documents soils generally suitable for in-ground systems with some potential lots with slopes in excess of 20%.
☐ Lot density of more than 1 residential dwelling/acre.
3. Residual Tract Facilities (For use only when there is an existing septic system on the residual tract)
☐ I have inspected the lot on which the existing building and existing septic system is located and have concluded, based on soils mapping or soils evaluation, permit information or site inspection that the long-term sewage disposal needs of this site and the building currently served can be met.
☐ I further acknowledge that no violations of the Sewage Facilities Act are known to me or have become apparent as a result of my site inspection. No inferences regarding future performance of the existing septic system should be drawn from this acknowledgement.
☐ A brief description and sketch of the existing system and site is attached.

Signature of Certified Sewage Enforcement Officer with
jurisdiction in municipality where development is proposed

Certification

Date

I. PROTECTION OF RARE, ENDANGERED OR THREATENED SPECIES (See Section I of instructions)

Check one:

☒ The "Pennsylvania Natural Diversity Inventory (PNDI) Project Environmental Review Receipt" resulting from my search of the PNDI database and all supporting documentation from jurisdictional agencies (when necessary) is/are attached.

☐ A completed "Pennsylvania Natural Diversity Inventory (PNDI) Project Planning & Environmental Review Form," (PNDI Form) available at www.naturalheritage.state.pa.us, and all required supporting documentation is attached. I request DEP staff to complete the required PNDI search for my project. I realize that my planning module will be considered incomplete upon submission to the Department and that the DEP review will not begin, and that processing of my planning module will be delayed, until a "PNDI Project Environmental Review Receipt" and all supporting documentation from jurisdictional agencies (when necessary) is/are received by DEP.

Applicant or Consultant Initials _____

J. PLANNING AGENCY REVIEW (See Section J of instructions)

This planning module has been reviewed by the existing municipal planning agency and zoning officer and has been found to be ☐ consistent, ☐ inconsistent with municipal zoning ordinances or subdivision and land development ordinances. A waiver of the sewage facilities planning requirements for the residual tract of this subdivision ☐ has ☐ has not been requested. If requested, the proposed waiver ☐ is ☐ is not consistent with applicable ordinances administered by this agency.

Municipal Planning Agency Name

Zoning Officer Signature

Planning Agency Signature (Authorized Official)

☐ No municipal planning agency exists

☐ No municipal zoning ordinance exists

K. MUNICIPAL ACTION (See Section K of instructions)

The municipality must act within 60 days of receipt of a complete sewage facilities planning module package.

☐ This planning module has been reviewed by the municipal governing body and has been found to be **ACCEPTABLE**. Approval of this planning module does not constitute individual onlot system permit approval.

☐ This planning module is **NOT ACCEPTABLE** because:

Check appropriate reason(s)

☐ The subdivision does not comply with municipal zoning ordinances.

☐ The subdivision does not comply with municipal subdivision and land development ordinances.

☐ The subdivision is not suitable for the use of individual onlot subsurface absorption areas.

☐ The subdivision does not meet the requirements for use of this module or other provisions of Chapter 71 (Administration of Sewage Facilities Planning Program).

☐ Other (Explain) _____

☐ The proposed development has been identified in Section G and/or Section H as having marginal conditions or other concerns for the long-term use of onlot sewage systems. The municipality has selected the following method of providing long-term sewage disposal to this subdivision: (Check one)

☐ Provision of a sewage management program meeting the minimum requirements of Chapter 71, Section 71.73

☐ Replacement area testing

☐ Scheduled replacement with sewerage facilities

☐ Reduction of the density of onlot systems

The justification required in Section J of the instructions is attached.

☐ A waiver of the planning requirements for the residual tract of this subdivision has been requested.

The municipality acknowledges acceptance of this proposal and requests a waiver of the sewage facilities planning requirements for the residual tract designated on the subdivision plot plan. Our municipal officials accept full responsibility now and in the future to identify any violation of this waiver and to submit to the approving agency any required sewage facilities planning for the designated residual tract should a violation occur or construction of a new sewage-generating structure on the residual tract of the subdivision be proposed. We understand that such planning information may require municipal officials to be responsible for soil testing and other environmental assessments for the residual tract in the future.

Chairperson/Secretary of Governing Body

Signature

Date

Municipality Name

Address

(Area Code) Telephone No. ()

L. REVIEW FEE (See Section L of instructions)

The Sewage Facilities Act establishes a fee for the DEP planning module review. DEP will calculate the review fee for the project and invoice the project sponsor OR the project sponsor may attach a self-calculated fee payment to the planning module prior to submission of the planning package to DEP. (Since the fee and fee collection procedures may vary if a "delegated local agency" is conducting the review, the project sponsor should contact the "delegated local agency" to determine these details.) Check the appropriate box.

- ☐ I request DEP calculate the review fee for my project and send me an invoice for the correct amount. I understand the Department's review of my project will not begin until DEP receives the correct review fee from me for the project.
- ☒ I have calculated the review fee for my project using the formula found below and the review fee guidance in the instructions. I have attached a check or money order in the amount of \$_____ payable to "**Commonwealth of Pennsylvania DEP**". Include DEP code number and/or project name on check. I understand DEP will not begin review of my project unless it receives the fee and determines the fee is correct. If the fee is incorrect, DEP will return my check or money order and send me an invoice for the correct amount. I understand the DEP review will **NOT** begin until I have submitted the correct fee.
- ☐ I request to be exempt from the DEP planning module review fee because this planning module creates only one new lot and is the only lot subdivided from a parcel of land as that land existed on December 14, 1995. I realize that subdivision of a second lot from this parcel of land shall disqualify me from this review fee exemption. I am furnishing the following deed reference information in support of my fee exemption.

County Recorder of Deeds for _____, County, Pennsylvania

Deed Volume _____ Book Number _____

Page Number _____ Date Recorded _____

Formula:

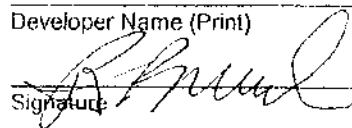
_____ 1 _____ Lots X \$35.00 = _____ 35 _____

Note: (1) To calculate the review fee for any project, use the number of lots created in the above formula.

(2) When using the number of lots, include only the number of lots being proposed when calculating the review fee. Do not include any "Residual Land Parcel/Lot".

ROBERT B MCDOUGAL TRUST

Developer Name (Print)

Signature 

13 Feb 2024
Date



INSTRUCTIONS FOR COMPLETING REQUEST FOR PLANNING WAIVER & NON-BUILDING DECLARATION

This form replaces all previous versions of the "Non-Building Waiver" forms. Previous forms may no longer be used and should be recycled.

Background: The Pennsylvania Sewage Facilities Act (35 P.S. §750) (Act) and 25 Pa. Code Chapter 71 require each municipality to modify its Official Sewage Plan whenever a subdivision of land occurs. To modify an Official Plan, an appropriate sewage facilities planning module or planning exemption request, completion of required soils testing where onlot disposal is proposed, and formal approval by both the municipality and the Department of Environmental Protection (DEP) is required. This sewage facilities planning requirement is not altered by the presence or absence of local or county subdivision regulations or ordinance. Developers, municipal officials and future lot owners are best protected by complying with sewage planning requirements to assure that adequate sewage facilities will be available to serve all newly created parcels of land.

In consideration of claims that since there is no present or future need for sewage disposal facilities on a given site and that completion of sewage facilities planning need not be required, DEP created this waiver request and declaration form (previously known as "Form B") to allow individuals proposing strictly "non-building" subdivisions to document that they may qualify for a waiver from these planning requirements. This form may only be used during the process resulting in creation of new lot boundary lines and a change in land ownership. Neither this declaration nor a Sewage Facilities Planning Module is required to be submitted for a side lot addition when a local ordinance requires such a side lot addition to be legally merged into the tract to which it is being added and any future proposal to subdivide any portion of the merged tracts is to be in accordance with the provision of the Municipalities Planning Code (53 P.S.A. § 10101 *et seq.*). This request may be submitted in support of "non-building" subdivision proposals in both sewered and unsewered areas.

Acceptable Uses: Examples of acceptable large parcel uses for this form include subdivision of property for agriculture, silviculture, mineral lease, division of farmland to settle estates where no building or development is proposed and airport runway extensions. Examples of acceptable small parcel uses for this form include, location of water towers, sewerage pump stations, cell phone towers, separating an existing dwelling from its farmland for agricultural use and where "legally merged" is not a municipal requirement for "side lot additions".

Unacceptable Uses: Use of this form is **NOT** acceptable where parcels are being created for new structures that will generate sewage. It may **NOT** be used for subdivision proposals concerning hunting cabins, recreational vehicle sites, camps, or other uses involving construction or placement of temporary or seasonal dwellings on the lots. This form may not be used for further subdivision where lot sizes were originally established in response to local environmental conditions nor may it be used as a means to simply **defer** sewage facilities testing or planning for any purpose. This form may **NOT** be used in conjunction with or as an "add-on" to a planning module for new land development.

Form Instructions: The person requesting the subdivision must complete Section A. The person buying or receiving the parcel must complete Section B. Section C must be signed by the municipality's Sewage Enforcement Officer (SEO) when the proposal involves the subdivision of property on which there is an existing building currently served by an onlot system. Sections D and E document acceptance of the request by the municipal or county planning agency and by the municipality. The completed waiver/declaration form must be retained by the municipality as part of the permanent record of the subdivision. Following municipal approval, a copy of this form and all attachments must be submitted to DEP and to the municipality's SEO.



pennsylvania
DEPARTMENT OF ENVIRONMENTAL
PROTECTION

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
BUREAU OF CLEAN WATER

REQUEST FOR PLANNING WAIVER & NON-BUILDING DECLARATION

Section A - To Be Completed by Subdivider

I, _____ (subdivider), propose a subdivision of _____ lot(s), located in _____ Township/Borough, _____ County. No facility or building will be erected on the subdivided lot(s) either now or in the future that will result in the generation of sewage requiring a permit or planning under the Pennsylvania Sewage Facilities Act (35 P.S. §750) (Act) or the Pennsylvania Clean Streams Law (35 P.S. §691). In support thereof, I have attached the following:

1. A written description of the subdivision and its intended use.

2. A copy of the plot plan and deed (if available) which contains language identical to or similar to:

"As of the date of this deed/plot plan recording, the property/subdivision described herein is and shall be dedicated for the express purpose of _____ use. No portion (or lot number(s) _____) of this property/subdivision are approved by _____ (Municipality) or the Department of Environmental Protection (DEP) for the installation of any sewage disposal facility. No permit will be issued for the installation, construction, connection to or use of any sewage collection, conveyance, treatment or disposal system (except for repairs to existing systems) unless the municipality and DEP have both approved sewage facilities planning for the property/subdivision described herein in accordance with the Pennsylvania Sewage Facilities Act (35 P.S. §750.1 *et seq.*) (Act) and regulations promulgated thereunder. Prior to signing, executing, implementing or recording any sales contract or subdivision plan, any purchaser or subdivider of any portion of this property should contact appropriate officials of _____ (municipality), who are charged with administering the Act to determine the form of sewage facilities planning required and the procedure and requirements for obtaining appropriate permits or approvals."

3. Language identical to or similar to that in Section A.2 above has been recorded on the plot plan and will be recorded on the deed. A copy of the deed (if available) and plot plan is submitted with this waiver request/ non-building declaration as documentation of this fact.

I verify that the statements made in Section A of this document are true and correct to the best of my knowledge, information and belief. I understand that false statements in this document are subject to the penalties prescribed by applicable law, including, but not limited to, 18 Pa. C.S.A. Section 4904 relating to unsworn falsification to authorities.

ROBERT B MCDOWELL TRUST
Subdivider/Developer
(Print Name)

[Signature]
Signature

13 Feb 2026
Date

Section B - To Be Completed By Buyer Or Recipient Of The Non-Building Parcel

As the anticipated buyer or recipient of the non-building land parcel described in Section A, I declare that my intended use of the parcel is for the purpose of _____ that it will not result in any sewage generating facility and that I cannot obtain a permit for a sewage disposal system located on this parcel except in accordance with the Act (35 P.S. §750.1 *et seq.*), the Pennsylvania Clean Streams Law (35 P.S. §691.1 *et seq.*) and regulations promulgated thereunder. I understand that false statements in this document are subject to the penalties prescribed by applicable law, including, but not limited to, 18 Pa. C.S.A. Section 4904 relating to unsworn falsification to authorities.

Buyer/Recipient
(Print Name)

Signature

Date

Section C - Sewage Enforcement Officer (SEO) (Only when there is an existing septic system on the parcel under consideration)

I have inspected the lot on which the existing building and existing septic system are located and have concluded, based on soils mapping or soils evaluation, permit information or site inspection that the long-term sewage disposal needs of this site and the building currently served can be met. I further acknowledge that no violations of the Act are known to me or have become apparent as a result of my site inspection. No inferences regarding future performance of the existing septic system should be drawn from this acknowledgement. A brief description and sketch of the existing system and site is attached.

_____ SEO (Print Name)	_____ Signature	_____ Certification Number	_____ Date
------------------------------	--------------------	----------------------------------	---------------

Section D - Planning Agency Concurrence

The described use (agriculture, silviculture, utility placement, mining, etc.) of parcel(s) herein proposed must be consistent with the zoning, land use ordinances and comprehensive plans for the area involved in the proposed subdivision. By signature of the designated official, _____ (planning agency with Municipal Planning Code jurisdiction), has reviewed the information submitted requesting a non-building waiver and has found this request to be consistent with applicable plans and ordinances administered by this agency and that it is not part of a subdivision that proposes new sewage generating structures.

_____ Planning Agency Official (Print Name)	_____ Signature	_____ Date
---	--------------------	---------------

Section E - Municipal Concurrence

By signature of the designated official, _____ Township/Borough, _____ County acknowledges acceptance of this proposal as a non-building lot subdivision. Officials of _____ (Municipality) accept full responsibility now and in the future to identify any violation of the non-building lot criteria described and to submit to DEP a completed Sewage Facilities Planning Module for the entire subdivision should a violation occur. We understand that such planning information may require municipal officials to be responsible for soil testing and other environmental assessments for all the lots in the subdivision. This municipality will retain a copy of this waiver and all attachments. A copy of this form and all attachments are being forwarded to the appropriate office of DEP and to the municipal SEO.

_____ Municipal Secretary or Chairperson (Print Name)	_____ Signature	_____ Date
---	--------------------	---------------

FORM D
Notice of Marginal Conditions
Long-Term Use of On-lot Disposal Systems

The Department has determined that, based on:

1. ☐ soils profile examinations which document areas of suitable soil intermixed with areas of unsuitable soils,
2. ☐ site evaluation which documents soils generally suitable for elevated sand mounds with some potential lots with slopes over 8%,
3. ☐ site evaluation which documents soils generally suitable for in-ground systems with some potential lots with slopes in excess of 20%.
4. ☐ lot density of more than 1 EDU/acre,
5. ☐ the proposed use of a community on-lot disposal system or system serving commercial, industrial or institutional uses,

the proposed use of on-lot disposal systems in the _____ subdivision,
located at _____ Township/Borough, _____ County
requires additional documentation to assure that both the short-term and long-term sewage facilities needs of the area will be met because the site is considered marginal for the use of on-lot systems.

The options available to the property owner and municipality to assure long-term sewage facilities where marginal conditions for on-lot systems have been documented include: conducting tests for both a primary and replacement on-lot system on the lots considered marginal; documenting replacement of the on-lot systems with community sewage systems; inclusion of the subdivision in a sewage management agency; or in the case of high density use of on-lot systems, reduction of the density of lots below the thresholds of 1 residential dwelling/acre.

These options should be carefully evaluated and all necessary testing or justification for the option chosen must be included with the Sewage Facilities Planning Module (Module) when it is forwarded to the municipality. Submittal of a Module for this project without the required documentation will result in return of the Planning Module as incomplete.

OPTION 1—Replacement Area Testing

A soil profile examination and percolation test may be done for the primary system and a future replacement system in the event the primary system fails. New land developments which have conducted soils testing for both a primary and replacement absorption area on each lot determined to be marginal have documented long-term sewage facilities if:

- (1) an alternative analysis evaluates the available options and describes why replacement area testing is the most administratively and environmentally viable option.
- (2) at least one soil evaluation probe and complete percolation test has been conducted for both the primary and replacement absorption area on each lot.
- (3) the regional soil scientist is contacted, has concurred with the placement and number of soil evaluation probes required on each site and has been given the opportunity to observe the probes.
- (4) the Department's regional soil scientist is contacted and has concurred with the number and location of percolation test holes to be used for the testing.
- (5) the results of all tests, both suitable and unsuitable, are submitted on Appendix A, for the primary and replacement areas.
- (6) the soils tests document that a suitable site is available for both the primary and replacement system.
- (7) the replacement area tests are conducted on those lots or areas of the development that are determined to have marginal site conditions.
- (8) all isolation distances (73.13) from both the primary and replacement site can be met.

- (9) the plot plan shows both the primary and replacement absorption areas along with all other required information.
- (10) the recorded plot plan must contain a statement that the indicated areas are reserved for replacement absorption areas in the event the primary on-lot system absorption area fails, and that the area must not be disturbed (See Attachment 2).

OPTION 2—Scheduled Replacement With Sewerage Facilities

New land development projects which are determined to be marginal for the use of on-lot systems may propose the interim use of on-lot sewage disposal systems pending connection to a community sewage systems. These proposals may be considered to have documented provision of long-term sewage facilities if:

- (1) an alternative analysis evaluates the available options and describes why replacement with community sewage systems is the most administratively and environmentally viable option.
- (2) documentation is submitted that shows that an approved sewage facilities plan update revision identifies and describes the community sewage system proposed for use, projects adequate capacity at the planned time of connection, commits the municipality to plan implementation and includes the financing, implementation timetables, conceptual designs and administrative arrangements necessary to connect the entire development to a community sewage system within 5 years.
- (3) documentation that the proposed development is within the proposed service area projected to be served by a community sewage system within 5 years.

OPTION 3—Provision of a Sewage Management Program

When new land development projects are included in an existing sewage management program established by the municipality and approved by the Department under Sections 71.32 and 71.73 of Chapter 71, the municipality has documented provision of long-term sewage facilities if:

- (1) an alternative analysis evaluates the available options and describes why provision of a sewage management program is the most administratively and environmentally viable option.
- (2) documentation is submitted that an approved sewage management program is currently being administered in the municipality.
- (3) documentation in the form of a municipal letter or resolution is submitted to show that the proposed development will be included in the sewage management program.

OPTION 4—Reduction of the Density of On-lot Systems

When the sole reason for the designation of a subdivision as marginal for long-term use of on-lot disposal is the proposed density of lots, (block 4 checked above) the development may be subdivided into larger lots to achieve a density of 1 EDU/acre or less.

Department of Environmental Resources

Chester County Conservation District
 688 Unionville Road, Suite 200, Kennett Square, PA 19348-1704
 (610) 925-4920 ~ Fax (610) 925-4925 ~ www.chesco.org/conservation

DISTRICT SERVICES
Effective 04.01.2016

The following is a schedule of District Services that are available for the processing of erosion and sedimentation pollution control plans as required for land disturbance projects. Services include reviews, inspections, pre-apps, pre-con and engineering meetings, educational programs, and administrative support. **Engineers and Developers are strongly encouraged to attend all meetings.** Plans will not be accepted for review without the appropriate fee and application form. In addition, projects involving one (1) or more acres of disturbance require an NPDES permit authorizing the discharge of stormwater from construction activities. The NPDES permit application and fee should be filed with the District at the time of plan submission to avoid unnecessary delays. District Service Fees are non-refundable. Fees quoted are based on the disturbed acreage of the project rounded up to the nearest whole number.

Erosion and Sedimentation Pollution Control (E&SPC) Program

Service fees cover meetings and the first (1st) technical review. For the second (2nd) technical review, 25% of the original base fee will be charged. Minor revisions of approved plans require an additional review fee and will be determined at the time of submission. Major revisions of approved plans will require a fee that is 100% of the original fee.

BASE FEE

Single Residential Unit

Single family home built on an individual lot, <1.0 acre disturbed, and not part of a larger development
 1 unit \$ 225.00

Timber Harvest

0-25 acres	\$250.00
26-49 acres	\$400.00
50+ acres	\$625.00

Residential/Industrial/Commercial/Institutional

0 - 1 acre	\$1,125.00
>1 - 5 acre	\$1,500.00
>5 - 10 acres	\$3,000.00
>10 - 20 acres	\$5,000.00
Each additional acre	\$ 200.00

Miscellaneous

Small Agricultural Building Projects (0-<1.0 acre)	\$150.00
Large Agricultural Building Projects (1.0 acre and above)	Refer to Industrial/Commercial
Chapter 105	\$250.00
Pond/Stream Work	\$250.00

TIER II FEE

In the Tier II level, sites that fall into one or more of the five (5) major categories listed below will be required to submit an **additional fee of \$1,000.00** over and above the base fee. Small Agricultural Building Projects and Single Residential Unit sites with a disturbed acreage of less than one (1) acre will be waived from Tier II requirements.

- Projects that disturb slopes of 9% or more with grading or vegetation removal.
- Projects that do not infiltrate the delta volume of the 2 year 24 hour storm event.
- Projects where the sequence of construction (earthmoving) disturbs more than 25% of the total disturbed area at any given time.
- Projects that include less than a 150 foot non-disturbed vegetative buffer from the Waters of the Commonwealth and/or wetlands.
- Projects that discharge to adjacent properties.

E&SPC fees are payable to the Chester County Conservation District.

Letters of adequacy are valid for the duration of the project or until the NPDES permit expires if no changes are made to the approved plan.

Municipal projects are eligible for a discounted one-time base fee. Please see Municipality and County Offices Fees for Service on the website. If the Municipality is applying for an Emergency Review, an additional review fee equal to one (1) times the E&SPC base fee and the Emergency Review Request form are required. Municipal Authorities and Fire Companies are not eligible for the discount.

National Pollutant Discharge Elimination System (NPDES) Program

All construction activities involving one (1) or more cumulative acres of disturbance over the life of a project are required to obtain a federally mandated National Pollutant Discharge Elimination System (NPDES) permit that regulates the discharge of stormwater from construction activities. The NPDES Program was designed to ensure the implementation of current Best Management Practices (BMPs) for controlling accelerated erosion and sedimentation pollution associated with land development projects. The two types of NPDES permits available are General and Individual. State-processing fees are required for each. **The NPDES permit fee cannot be waived.** A complete listing of watershed classification for the Commonwealth Waters is contained in Chapter 93, Title 25 of the PA Code. Copies of Chapter 93 can be obtained from the Department of Environmental Protection. Below is a brief description of each NPDES permit.

- **GENERAL NPDES PERMIT** - Project is located in a waterway with a stream use designation of CWF, WWF, MF, or TSF and the total cumulative disturbed acreage is 1.0 acre or greater.

Base Fee: \$500 (includes New, Renewals and Major Modifications) - payable to the Chester County Conservation District Clean Water Fund.

Disturbed Acreage Fee: \$100 for each disturbed acre rounded to the nearest whole number (per DEP) - payable to the Commonwealth of PA Clean Water Fund.

- **INDIVIDUAL NPDES Permit** - Project is located in a specially protected waterway with a stream use designation of HQ (High Quality) or EV (Exceptional Value) and the total cumulative disturbed acreage is 1.0 acre or greater.

Base Fee: \$1,500 (Includes New, Renewals and Major Modifications) - payable to the Chester County Conservation District Clean Water Fund.

Disturbed Acreage Fee: \$100 for each disturbed acre rounded to the nearest whole number (per DEP) - payable to the Commonwealth of PA Clean Water Fund.

Information on NPDES permits, permit applications and permit processing can be obtained by contacting either the Conservation District, regional Department of Environmental Protection (DEP) office, PA DEP Southeast Regional office, or by visiting the Conservation District's website.

All projects require a review of Post Construction Storm Water Management (PCSWM) Plans. A separate PCSWM plan must be submitted with the application.

All projects located in Exceptional Value (EV) watersheds are strongly encouraged to have a pre-application meeting with Conservation District staff and PA DEP staff. The District highly recommends scheduling a pre-application meeting for **all** projects.

Projects with the following conditions must be designed to Individual NPDES Permit standards: located in White Clay Creek Scenic Watershed, support of Wild Trout production, designated as Cold Water Fishery, discharge to Public Water supply, and evidence of bog turtle species.

The District provides an Emergency Review (ER) Procedure. The applicant must provide a valid reason for an emergency review and request approval from the Conservation District Director or Urban Team Leader on the Emergency Review Request form. If approved, district staff will provide review comments within five (5) business days for General NPDES permit sites and ten (10) business days for Individual NPDES permit sites. The applicant must respond to the comments within the next five (5) business days for General NPDES permits and ten (10) business days for Individual NPDES permits to keep the emergency review process active. In addition to the E&SPC base fee, an ER review fee equal to two (2) times the E&SPC base fee must be submitted with the application. The District Board or the District Director can suspend this program at any time based on staff workloads or at their discretion. This program includes the Erosion and Sediment Pollution Control Plan review and the Post Construction Stormwater Management Plan review and does not apply to NPDES permit issuance.

The District also provides a Best Management Practices (BMP) Incentive Program. The purpose of the incentive is to encourage the use of BMPs in projects for educational purposes, to demonstrate better methods to utilize stormwater resources, and to support Chester County efforts in being consistent with the goals, objectives, and policies of Landscapes and Watersheds. Projects that incorporate incentive Best Management Practices into their designs are eligible for a 25% reduction of the E&SPC base fee. Projects are eligible for the incentive one time only and only at the time of the initial submission. The BMP Incentive Fee Reduction Request form must be submitted with the original submission. A project is not eligible for the incentive if utilizing the Emergency Review Procedure. BMPs are based on the advances of technology. The Conservation District reserves the right to add or delete BMPs from this list.

Adopted by the Chester County Conservation District Board of Directors on July 17, 2014.

For the most updated information on District Services and Applications for Services, see www.chesco.org/conservation.

Chester County Conservation District
 688 Unionville Road, Suite 200, Kennett Square, PA 19348-1704
 (610) 925-4920 ~ Fax (610) 925-4925 ~ www.chesco.org/conservation
APPLICATION FOR DISTRICT SERVICES – Effective 04.01.2016

- Application will not be accepted unless signed and completed in its entirety.
- Please update the information on this form with each submission.
- Only folded plans will be accepted.

E&SPC Submission:

☐ New ☐ Additional Information ☐ *2nd Review ☐ *Revision to an Approved Plan *Note: Additional Base Fee Due

NPDES Submission:

☐ New ☐ Revision ☐ **Renewal ☐ **Major Modification **Note: Additional NPDES Fee Due

Project Name: _____ Date: _____

Project Site Location: _____ Municipality: _____ Tax Parcel ID: _____

Project Acres: _____ Total Cumulative Acres Disturbed Over Project Life: _____

Development Type:

☐ Single Residential ☐ Residential/Industrial/Commercial/Institutional ☐ Timber Harvest ☐ Municipal
☐ Miscellaneous: ☐ Small Agricultural ☐ Large Agricultural ☐ Chapter 105 ☐ Pond/Stream Work

Other Info:

Applicant (Owner/Firm): _____ Name: _____

Applicant Mailing Address: _____ Email: _____

City: _____ State: _____ Zip Code: _____ Phone: _____ Fax: _____

Plan Designer (Firm): _____ Name: _____

Plan Designer Mailing Address: _____ Email: _____

City: _____ State: _____ Zip Code: _____ Phone: _____ Fax: _____

E&SPC Fees: Base Fee: \$ _____ 2nd Review Fee (25% of Original Base Fee): \$ _____

Tier II Fee: \$ _____ Emergency Review Fee: \$ _____

E&SPC fees are payable to Chester County Conservation District – Submit one check for Base Fee and Tier II, if applicable.
 Submit one check for the 2nd Review Fee, if applicable. Submit one check for Emergency Review, if applicable.

Refer to District Services Fee Schedule, and check appropriate Tier II:

☐ 9% or more slopes ☐ deficient infiltration of 2 year storm ☐ more than 25% total area disturbance
☐ less than 150 foot buffer ☐ adjacent property discharge

NPDES Fees: Base Fee: \$ _____ Disturbed Acreage Fee: \$ _____

Base Fee is payable to Chester County Conservation District Clean Water Fund

Disturbed Acreage Fee is payable to Commonwealth of PA Clean Water Fund

Complete the following:

Receiving Stream Name: _____	Designation (HQ, EV, etc): _____
Fee Attached ☐	Act 2 Site (requires Individual NPDES Permit) ☐
Stormwater Narrative ☐	Emergency Prep. Plan ☐
Stormwater Management ☐	E&S Narrative ☐
Post Construction Stormwater Plans ☐	E&S Calculations ☐
& Details ☐	E&S Plans & Details ☐

Incentive BMPs: ☐ Green Roof ☐ Community Redevelopment

Plan Information: Check if the project contains any of the following

Stream Crossing ☐	Public Sewer ☐
Wetlands ☐	On Site Septic ☐
Flood Plain ☐	Steep Slopes ☐
Water Encroachment ☐	Open Space ☐

Permits Required: Enclose copies if applicable

NPDES Individual Permit ☐	General Permit (Chapter 105) ☐
NPDES General Permit ☐	Water Encroachment ☐
	Joint Permit 401/404 ☐

Fees and plans showing the required information are to be submitted with this application. Any additional plans or information required by the Chester County Conservation District should be submitted promptly. Emergency plan reviews requests and BMP incentive fee reduction requests require an additional form that can be found on our website. The requests must be submitted with this application. The undersigned agrees to comply with all of the requirements of TITLE 25, CHAPTER 102, EROSION AND SEDIMENTATION CONTROL RULES AND REGULATIONS as set forth by the Pennsylvania Department of Environmental Protection, and further agrees to obtain all necessary permits in connection with the above referenced project. District Service Fees are non-refundable.

 (Applicant Signature)

Return to: Chester County Planning Commission
601 Westtown Road-Suite 270
P.O. Box 2747
West Chester, PA 19380-0990

Act 247 County Referral

To: Chester County Planning Commission

Subject: Request for review of a subdivision, land development proposal, ordinances, or comprehensive plans pursuant to the Pennsylvania Municipalities Planning Code, Act 247. This application must be completed by the applicant, and submitted by the municipality to the above address, along with one (1) complete set of plans and accompanying documents and the required fee for review (see reverse side)

TO BE COMPLETED BY THE MUNICIPALITY

From: (Municipality) _____
Date: _____
Official's Name: _____
Position: _____
Official's signature: _____

Applications with ORIGINAL signatures must be submitted to CCPC.

TO BE COMPLETED BY THE APPLICANT

Owner's name: MCDUGAL ROBERT B TRUST
Owner's address: 1855 GOOSETOWN RD, COATESVILLE, PA 19320
Applicant's name: ROBERT MCDUGAL
Applicant's address: 1855 GOOSETOWN RD, COATESVILLE, PA 19320
Architect/Engineer/Surveyor name: MATTHEW WAYMAN, PLS
Architect/Engineer/Surveyor address: 107 COOPER HAWK DRIVE, COATESVILLE, PA 19320

Phone #: _____
Email: _____
Phone #: 775-442-1240
Email: RBM619@GMAIL.COM
Phone #: 484-703-9985
Email: MWAYMAN@TANGENCYSOLUTIONS.COM

TYPE OF REVIEW REQUESTED (Check all appropriate boxes)

- ☐ Unofficial sketch plan (no fee)
☒ Subdivision plan
☐ Land development plan
☐ Planned residential development
☐ Zoning ordinance (no fee)
☐ Curative amendment (no fee)
☐ Subdivision ordinance (no fee)
☐ Comprehensive plan (no fee)
☐ Other _____

REVIEW FEE

(Fee schedule on other side)

- ☒ Attached \$ 200
☐ Not applicable

TYPE OF PLAN

- ☐ Unofficial sketch
☒ Preliminary
☒ Final

TYPE OF SUBMISSION

- ☒ New proposal
☐ Revision to a prior proposal
☐ Phase of a prior proposal
☐ Amendment/revision to recorded plan is a new proposal

Tax parcel(s): # 47-6-5

Total area (gross acres): 8.3 AC

PLAN INFORMATION

Length of new roads: 0
Number of new parking spaces: 0
Ownership of roads:
☐ Public ☐ Private
Open space:
☐ Public ☐ Private
Acres: _____ Acres: _____
HOA responsible for common facilities/areas:
☐ Yes ☒ No
HOA documents provided:
☐ Yes ☒ No
Traffic study included:
☐ Yes ☐ No ☐ Not conducted

LAND USE # of lots/units

Agriculture	
Single family	2
Townhouses	
Twin units	
Apartments	
Mobile homes	
*Commercial	
*Industrial	
*Institutional	
Other	

ZONING DISTRICT OF PROPOSAL

Existing: R-1
Proposed: R-1
Variances/
Special exception
granted: _____

PROPOSED UTILITIES (Check appropriate boxes)

	Water	Sewer
Public	☒	☒
On-site	☐	☐
Package	☐	☐
No new sewage disposal or water supply proposed	☐	

ADDITIONAL INFORMATION (This plan has been submitted to):

☐ County Health Department Date _____
☐ PennDOT Date _____
☐ DEP Date _____
☐ Other _____ Date _____

THE TERM "LOTS"

The term "LOTS" includes conveyance, tracts or parcels of land for the purpose, whether immediate or future, of lease, transfer of ownership or building or development, as well as residue parcels, annexations, or the correction of lot lines.

1. PROJECT INFORMATION

Project Name: **McDougal - 1855 Gosetown Road**

Date of Review: **2/12/2026 06:36:14 PM**

Project Category: **Development, Residential, subdivision which will contain 1-2 lots with 1-2 single family living units**

Project Area: **7.63 acres**

County(s): **Chester**

Township/Municipality(s): **East Fallowfield Township**

ZIP Code:

Quadrangle Name(s): **COATESVILLE**

Watersheds HUC 8: **Brandywine-Christina**

Watersheds HUC 12: **Upper West Branch Brandywine Creek**

Decimal Degrees: **39.972065, -75.781981**

Degrees Minutes Seconds: **39° 58' 19.4337" N, 75° 46' 55.1321" W**

This is a draft receipt for information only. It has not been submitted to jurisdictional agencies for review.

2. SEARCH RESULTS

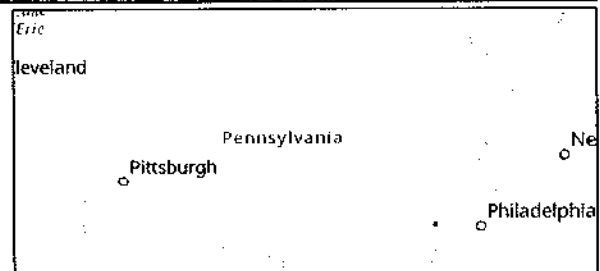
Agency	Results	Response
PA Game Commission	Conservation Measure	No Further Review Required, See Agency Comments
PA Department of Conservation and Natural Resources	No Known Impact	No Further Review Required
PA Fish and Boat Commission	No Known Impact	No Further Review Required
U.S. Fish and Wildlife Service	Potential Impact	MORE INFORMATION REQUIRED, See Agency Response

As summarized above, Pennsylvania Natural Diversity Inventory (PNDI) records indicate there may be potential impacts to threatened and endangered and/or special concern species and resources within the project area. If the response above indicates "No Further Review Required" no additional communication with the respective agency is required. If the response is "Further Review Required" or "See Agency Response," refer to the appropriate agency comments below. Please see the DEP Information Section of this receipt if a PA Department of Environmental Protection Permit is required.

McDougal - 1855 Gosetown Road

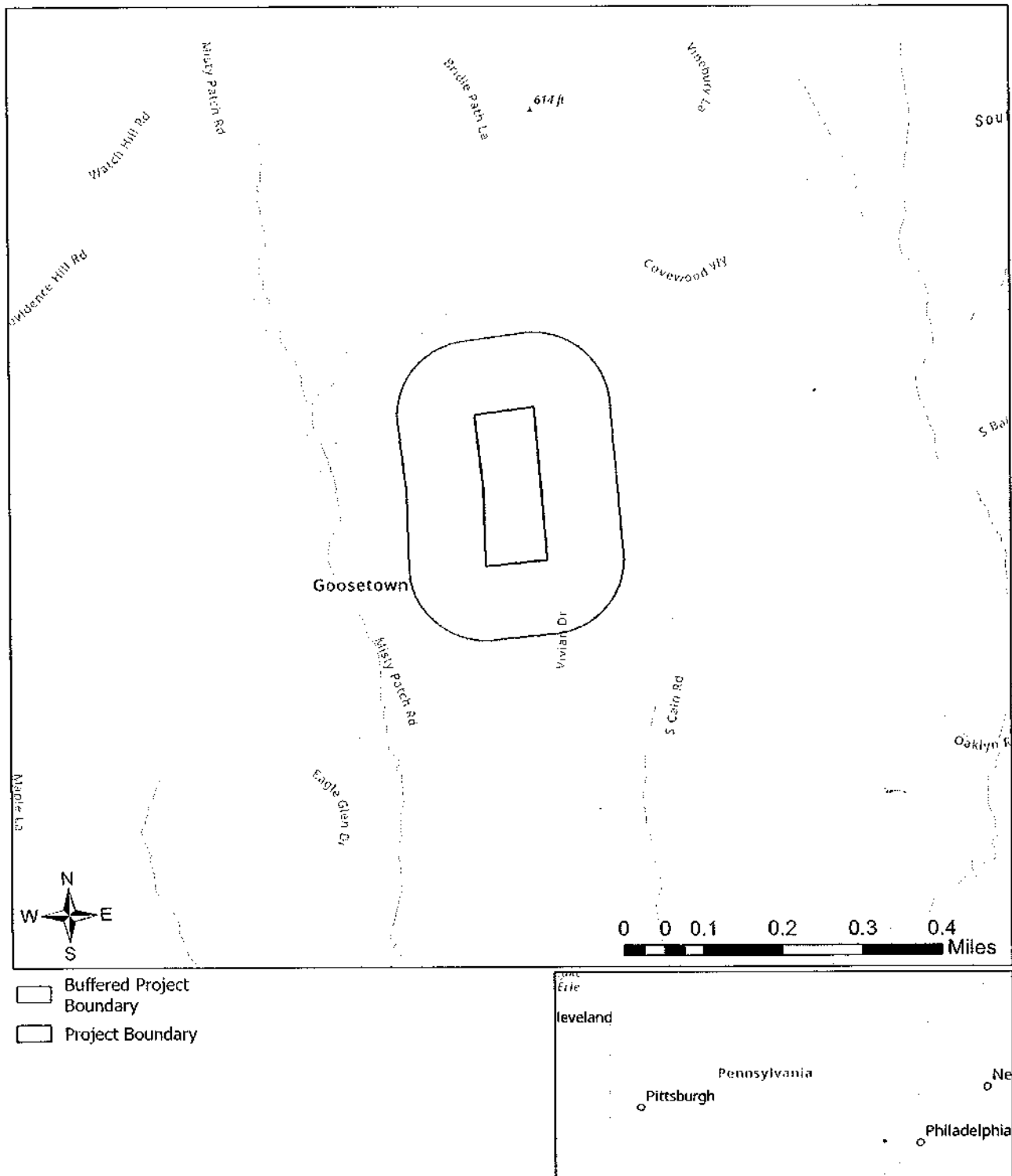


-  Buffered Project Boundary
-  Project Boundary



Sources: Esri, Vantor, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Goodataslyrelen, Rijkswaterstaat, GSA, Gooland, FEMA, Intermap, and the GIS user community

McDougal - 1855 Gosetown Road



Sources: Esri, Vantor, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Googland, FEMA, Intermop, and the GIS user community

RESPONSE TO QUESTION(S) ASKED

Q1: Will the action include disturbance to trees such as tree cutting (or other means of knocking down, or bringing down trees, tree topping, or tree trimming), pesticide/herbicide application or prescribed fire?

Your answer is: No

Q2: Does the action area contain any caves (or associated sinkholes, fissures, or other karst features), mines, rocky outcroppings, culverts, or tunnels that could provide habitat for hibernating bats?

Your answer is: No

Q3: Will the action include disturbance to trees such as tree cutting (or other means of knocking down, or bringing down trees, tree topping, or tree trimming), pesticide/herbicide application or prescribed fire?

Your answer is: No

Q4: Does the action area contain any caves (or associated sinkholes, fissures, or other karst features), mines, rocky outcroppings, culverts, or tunnels that could provide habitat for hibernating bats?

Your answer is: No

3. AGENCY COMMENTS

Regardless of whether a DEP permit is necessary for this proposed project, any potential impacts to threatened and endangered species and/or special concern species and resources must be resolved with the appropriate jurisdictional agency. In some cases, a permit or authorization from the jurisdictional agency may be needed if adverse impacts to these species and habitats cannot be avoided.

These agency determinations and responses are **valid for two years** (from the date of the review), and are based on the project information that was provided, including the exact project location; the project type, description, and features; and any responses to questions that were generated during this search. If any of the following change: 1) project location, 2) project size or configuration, 3) project type, or 4) responses to the questions that were asked during the online review, the results of this review are not valid, and the review must be searched again via the PNDI Environmental Review Tool and resubmitted to the jurisdictional agencies. The PNDI tool is a primary screening tool, and a desktop review may reveal more or fewer impacts than what is listed on this PNDI receipt. The jurisdictional agencies **strongly advise against** conducting surveys for the species listed on the receipt prior to consultation with the agencies.

PA Game Commission

RESPONSE:

Conservation Measure: Potential impacts to state and federally listed species which are under the jurisdiction of both the Pennsylvania Game Commission (PGC) and the U.S. Fish and Wildlife Service may occur as a result of this project. As a result, the PGC defers comments on potential impacts to federally listed species to the U.S. Fish and Wildlife Service. No further coordination with the Pennsylvania Game Commission is required at this time.

PA Department of Conservation and Natural Resources

RESPONSE:

No Impact is anticipated to threatened and endangered species and/or special concern species and resources.

PA Fish and Boat Commission

RESPONSE:

No Impact is anticipated to threatened and endangered species and/or special concern species and resources.

U.S. Fish and Wildlife Service

RESPONSE:

Information Request: Your project is within the range of the federally listed bog turtle. Enter project information into IPaC (<http://ecos.fws.gov/ipac/>). Follow the step-by-step process to review this project's potential effect on federally listed species. For step-by-step instructions, please see our Project Review Page (<https://www.fws.gov/office/pennsylvania-ecological-services/project-revi...>)

WHAT TO SEND TO JURISDICTIONAL AGENCIES

If project information was requested by one or more of the agencies above, upload* or email the following information to the agency(s) (see AGENCY CONTACT INFORMATION). Instructions for uploading project materials can be found [here](#). This option provides the applicant with the convenience of sending project materials to a single location accessible to all three state agencies (but not USFWS).

*If information was requested by USFWS, applicants must submit their project using IPaC, following the [USFWS Project Submission](#) Instructions. USFWS will not accept or review project materials uploaded via the Conservation Explorer.

Check-list of Minimum Materials to be submitted:

___ Project narrative with a description of the overall project, the work to be performed, current physical characteristics of the site and acreage to be impacted.

___ A map with the project boundary and/or a basic site plan (particularly showing the relationship of the project to the physical features such as wetlands, streams, ponds, rock outcrops, etc.)

In addition to the materials listed above, USFWS REQUIRES the following

___ **SIGNED** copy of a Final Project Environmental Review Receipt

The inclusion of the following information may expedite the review process.

___ Color photos keyed to the basic site plan (i.e. showing on the site plan where and in what direction each photo was taken and the date of the photos)

___ Information about the presence and location of wetlands in the project area, and how this was determined (e.g., by a qualified wetlands biologist), if wetlands are present in the project area, provide project plans showing the location of all project features, as well as wetlands and streams.

4. DEP INFORMATION

The Pa Department of Environmental Protection (DEP) requires that a signed copy of this receipt, along with any required documentation from jurisdictional agencies concerning resolution of potential impacts, be submitted with applications for permits requiring PNDI review. Two review options are available to permit applicants for handling PNDI coordination in conjunction with DEP's permit review process involving either T&E Species or species of special concern. Under sequential review, the permit applicant performs a PNDI screening and completes all coordination with the appropriate jurisdictional agencies prior to submitting the permit application. The applicant will include with its application, both a PNDI receipt and/or a clearance letter from the jurisdictional agency if the PNDI Receipt shows a Potential Impact to a species or the applicant chooses to obtain letters directly from the jurisdictional agencies. Under concurrent review, DEP, where feasible, will allow technical review of the permit to occur concurrently with the T&E species consultation with the jurisdictional agency. The applicant must still supply a copy of the PNDI Receipt with its permit application. The PNDI Receipt should also be submitted to the appropriate agency according to directions on the PNDI Receipt. The applicant and the jurisdictional agency will work together to resolve the potential impact(s). See the DEP PNDI policy at <https://conservationexplorer.dcnr.pa.gov/content/resources>.

5. ADDITIONAL INFORMATION

The PNDI environmental review website is a preliminary screening tool. There are often delays in updating species status classifications. Because the proposed status represents the best available information regarding the conservation status of the species, state jurisdictional agency staff give the proposed statuses at least the same consideration as the current legal status. If surveys or further information reveal that a threatened and endangered and/or special concern species and resources exist in your project area, contact the appropriate jurisdictional agency/agencies immediately to identify and resolve any impacts.

For a list of species known to occur in the county where your project is located, please see the species lists by county found on the PA Natural Heritage Program (PNHP) home page (www.naturalheritage.state.pa.us). Also note that the PNDI Environmental Review Tool only contains information about species occurrences that have actually been reported to the PNHP.

FEE SCHEDULE

The following fees shall apply to each land subdivision or land development submitted to the Chester County Planning Commission for review in accordance with Article V, Section 502, Pennsylvania Municipalities Planning Code, Act 247, as amended.

- If a plan for a non-residential use is to be subdivided and developed, the fee is the total of Category II plus Category III.
- For Categories I and II, the fee applies to total number lots/units after subdivision. Subdivisions include lot line revisions and lot consolidations.
- Maximum one-time fee: \$10,000 per plan.

CATEGORY I RESIDENTIAL SUBDIVISION OR LAND DEVELOPMENT

These fees apply to residential projects for sale, condominium ownership, or rental; any type of buildings, either as a subdivision or single tract land development; or an agricultural subdivision (except for guidelines in Article I, Section 107, Subdivision, Pennsylvania Municipal Planning Code, Act 247, as amended). This category does not include institutional living facilities.

Number of lots and dwelling units	Base fees	Fees for each lot and/or unit
1-2 lots/dwelling units	\$200.00	None
3-5 lots/dwelling units	\$200.00	Plus \$34.00/lot/unit
6-20 lots/dwelling units	\$275.00	Plus \$30.00/lot/unit
21-75 lots/dwelling units	\$495.00	Plus \$27.00/lot/unit
76 lots/dwelling units and over	\$990.00	Plus \$21.00/lot/unit

CATEGORY II NON-RESIDENTIAL SUBDIVISIONS

These fees apply to applications for subdivision and conveyance of land for non-residential uses, not proposed for land development as defined in Section 107 of the Planning Code.

Number of lots or units	Base fees	Fees for each lot and/or unit
1-2 lots/units	\$340.00	Plus \$66.00/lot/unit
3-10 lots/units	\$680.00	Plus \$66.00/lot/unit
11 lots/units and over	\$990.00	Plus \$62.00/lot/unit
Financial subdivisions	\$340.00	Plus \$66.00/lot/unit

CATEGORY III NON-RESIDENTIAL LAND DEVELOPMENT

These fees apply to all projects or sections of mixed projects which are for non-residential use for sale, condominium, lease or rent in any type of building on a single tract of land.

Building square footage (gross)	Base fees	Fees for gross floor area
0 to 5,000 sq. ft.	\$560.00	Plus \$55.00/1,000 sq. ft. of gross floor area
5,001 to 25,000 sq. ft.	\$680.00	Plus \$49.00/1,000 sq. ft. of gross floor area
25,001 to 75,000 sq. ft.	\$1,110.00	Plus \$49.00/1,000 sq. ft. of gross floor area
75,001 sq. ft. and over	\$1,670.00	Plus \$34.00/1,000 sq. ft. of gross floor area
Parking Garage / Structure	\$480.00	

CATEGORY IV SECOND REVIEWS

These fees apply to each review conducted after the first review (within a five (5) year period of the initial review) and if no substantial changes are proposed. Contact CCPC if further guidance is needed.

- Flat fee of \$200.00 for residential subdivisions/land developments
- Flat fee of \$275.00 for non-residential subdivisions/land developments

CHECKS SHOULD BE PAYABLE TO: County of Chester

Credit card payments can be made online. Cash will not be accepted. Upon written request from the municipality, CCPC may waive the fees for plan reviews associated with municipally-owned subdivisions or land developments. The County Planning Commission may, on a case-by-case basis, waive review fees. Typically, fees are waived upon request if the owner or applicant is a municipality, public authority, or other municipally oriented public facility. Waiver requests should be provided in writing to CCPC. (email acceptable: ccplanning@chesco.org)

INFORMAL REVIEWS AND ADDITIONAL WORK:

An informal review request to CCPC (such as meetings and discussions prior to the formal development application) shall be free of charge if said written request is from the municipality, or from an applicant with the knowledge and written consent of the municipality. In no case will informal review by CCPC replace the need for a formal review which would include the submission of the required fee listed above pursuant to the Municipalities Planning Code.

TIME LIMITATIONS:

The review time period will begin from the date of receipt by CCPC of the application requesting a review by CCPC. CCPC has thirty (30) days within which to review subdivision and land development applications and submit review comments. The review period may be extended if requested by the applicant or a time extension has been granted by the municipality with the concurrence of the applicant. When the time period has been stopped due to an incomplete application package, incorrect fee submittal or other reasons, the time period will continue from the day in which the application package is complete. CCPC has thirty (30) days within which to review ordinance amendments, and forty-five (45) days within which to review comprehensive plans, official maps, and complete ordinances.

**CITADEL**
CREDIT UNION

520 Eagleview Boulevard, Exton PA 19341

Cashier's Check

63-8010
2313

No. 0002790453

02/13/26

\$75.00

PAY *** SEVENTY-FIVE DOLLARS AND 00 CENTS ***

VOID AFTER 6 MONTHS

TO THE
ORDER
OFEAST FALLOWFIELD TOWNSHIP
FROM:
TANGENCY SOLUTIONS
RE: PROJECT #25.016 - APPLICATION FEE
AUTHORIZED SIGNATURE

⑈0002790453⑈ ⑆231380104⑆ 0240000067⑈

TO VERIFY AUTHENTICITY, SEE REVERSE SIDE FOR DESCRIPTION OF THE 11 SECURITY FEATURES

**CITADEL**
CREDIT UNION

520 Eagleview Boulevard, Exton PA 19341

Cashier's Check

63-8010
2313

No. 0002790451

02/13/26

\$1,000.00

PAY *** ONE THOUSAND DOLLARS AND 00 CENTS ***

VOID AFTER 6 MONTHS

TO THE
ORDER
OFEAST FALLOWFIELD TOWNSHIP
FROM:
TANGENCY SOLUTIONS
RE: PROJECT #25.016 - ESCROW
AUTHORIZED SIGNATURE

⑈0002790451⑈ ⑆231380104⑆ 0240000067⑈



CITADEL
CREDIT UNION

520 Eagleview Boulevard, Exton PA 19341

Cashier's Check

63-8010
2313

No. 0002790553

PAY *** THIRTY-FIVE DOLLARS AND 00 CENTS ***

02/14/26

\$35.00

VOID AFTER 6 MONTHS

TO THE
ORDER
OF
COMMONWEALTH OF PENNSYLVANIA
FROM: TANGENCY SOLUTIONS
PROJECT #: 25.016 (DEP)

W. E. Brown
AUTHORIZED SIGNATURE

⑈0002790553⑈ ⑆231380104⑆ 02400000067⑈

TO VERIFY AUTHENTICITY SEE REVERSE SIDE FOR DESCRIPTION OF THE 11 SECURITY FEATURES



CITADEL
CREDIT UNION

520 Eagleview Boulevard, Exton PA 19341

Cashier's Check

63-8010
2313

No. 0002790552

PAY *** TWO HUNDRED DOLLARS AND 00 CENTS ***

02/14/26

\$200.00

VOID AFTER 6 MONTHS

TO THE
ORDER
OF

COUNTY OF CHESTER
FROM: TANGENCY SOLUTIONS
PROJECT #: 25.016 (ACT 247)

W. E. Brown
AUTHORIZED SIGNATURE

EAST FALLOWFIELD TOWNSHIP

WAIVER AGREEMENT

This Waiver Agreement (“Agreement”) is made this ____ day of _____, 2026, by and between: Sandra F. Simmons, having a residence of 1513 West Chester Road, East Fallowfield, PA 19320 (“Landowner”), and East Fallowfield Township, a Pennsylvania Township of the Second Class, having a principal place of business at 2264 Strasburg Road, East Fallowfield, PA 19320 (the “Township”)(collectively, the “Parties”).

1. Background

- A. The Township is undertaking certain improvements to the culvert pipe originating from 1601 Cardinal Drive and continuing to the edge Landowner’s property at 1513 West Chester Rd. (“Project”).
- B. The Landowner granted Township a Temporary Construction Easement on February ____, 2026, in order for the Township to be able to complete the Project.
- C. It was subsequently determined that the Landowner owns a drop shed is located above the culvert pipe which must be relocated in order to allow for the pipe replacement.

2. Acknowledgment

Landowner acknowledges and agrees that:

- A. The Project is being performed by or on behalf of the Township.
- B. The Township and its contractors, agents, and employees will need to temporarily relocate Landowner’s shed as necessary to complete the Project.
- C. Landowner will remove her property from the shed prior to the planned relocation of the shed by the Township.
- D. The Township and its contractors will take all reasonable steps to avoid any damage to the shed, but the Parties acknowledge that the potential for the same is not an impossibility.
- E. Landowner waives any claims against the Township, its officers, employees, agents, engineers, and contractors with respect to any damage to the shed. The Township shall have no obligation to replace, repair, or compensate the Landowner for any damage to or loss of the shed resulting from the Project.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the date first written above.

LANDOWNER:

By: _____

Sandra F. Simmons

Date: _____

EAST FALLOWFIELD TOWNSHIP:

By: _____

Scott Swichar, Township Manager

Date: _____

SHOW STOPPERS, UNLIMITED

CONTRACTOR OF ENTERTAINMENT SERVICES:

Name: Scott Switcher /Denise Verderosa PHONE: 484-848-7218

Acting on Behalf of: East Fallowfield Township

Home Address:

Business Address: 2264 Strasburg Road, Coatesville, PA 19320

Type of Engagement: Summer Concerts 2026

Dates: 6/18/26 R/D 6/25/26 Long Hard Ride
7/16/26 R/D 7/23/26 Fabulous Greaseband
8/20/26 R/D 8/27/26 Soul Patch Philly

Time: 6:30 pm. – 8:30pm.

Location of Performance: East Fallowfield Community Park, 900 Buck Run Road, East Fallowfield, PA 19320

Other Arrangements: In case of inclement weather, Show Stoppers must be notified no later than 5 hours prior to set performance. Band provides their own PA system. Electrical outlets must be provided by East Fallowfield Township.

Agreed Payment for Above Entertainment Services		\$ 7,500
Travel and Accommodation Expenses		
TOTAL		\$ 7,550
DEPOSIT - Payable with Signed Contract (Non-Refundable)	5/1/26	\$ 3,750
BALANCE - Payable at Conclusion of Performance	7/1/26	\$ 3,750

(Please make all checks payable to SHOW STOPPERS UNLIMITED)

TO COMPLETE THIS CONTRACT AGREEMENT.

- (1) Sign and Date Both Copies in the Space Provided.
- (2) Retain the Duplicate Copy for your Records.
- (3) Return the Original, along with your Deposit, WITHIN Ten (10) Days of the Above Contract Agreement Date.

(Continued on Other Side)

CONTRACT/AGREEMENT

PLEASE READ CAREFULLY.

The undersigned Entertainment Contractor agrees to hold Terry Smith and Show Stoppers Unlimited harmless for non-performance or non-delivery due to malfunction of any equipment, faulty or mislabeled materials, acts of God, or sickness, except to the extent that such non-performance or non-delivery is due to willful or grossly negligent conduct. Responsibility of Terry Smith and Show Stoppers Unlimited is limited to refund of deposit paid or replacement with Entertainment of equal merit, subject to the approval of the Entertainment Contractor.

Terry Smith and Show Stoppers Unlimited. In addition, the Entertainment Contractor will remit 50% of the balance due if Should the undersigned Entertainment Contractor terminate this Entertainment Contract/Agreement, the deposit will be retained by terminating this contract/ agreement within 4 weeks of date of performance, 25% of the balance due if terminated earlier.

IN WITNESS THEREOF, I have hereunto set my hand and/or seal. All of the above arrangements and conditions are approved and accepted.

Terry Smith

Terry H. Smith

Entertainment Contractor

Acting on behalf of:

Title: _____

Date Accepted: _____

Date Accepted: _____

Directions to: _____

From: _____

Parks and Recreation Board of Supervisors Report March 24, 2026

Submitted for consideration by East Fallowfield Township's Board of Supervisors,
Township Manager, and Township Solicitor:

1. The Parks and Recreation Board met on Tuesday, March 17th and discussed the Park Renovations and unanimously formulated the following recommendations:
 - The Board **does NOT** recommend the inclusion of a beach volleyball court for the following reasons:
 - a. Maintenance concerns- raking to remove leaves, debris, trash accumulation, and biological animal waste.
 - b. Routine raking is necessary.
 - c. Sand replenishment is needed over time with the heavy winds the park receives and rain erosion (proper drainage is needed).
 - The Board **DOES** recommend the inclusion of a half court or full court basketball court.
 - a. Halfcourt (partial 3-point line) = Standard Size Range: 25' x 20' – 40' x 30'



- b. Full court (non-regulation) = Standard Size Range: 44' x 60' – 50' x 80'



- c. Full court (regulation) = Standard size range: 50' x 100' – 60' x 120'



- Four pickleball courts should be situated as noted in DCNR application Exhibit 4 and adequately fenced in and either noise barriers installed or landscaped to minimize noise pollution.

- Stormwater management should include subsurface drainage under ADA playground surfacing and appropriate grading of courts.
 - The grassy meadow remains largely intact with the current development plan.
 - Future considerations:
 - a. Picnic tables and bench additions.
 - b. Security cameras
 - c. Lighting
 - d. Bathrooms or porta potties
 - e. Trail system to tie in with current trails at the park.
 - f. A free-standing kiosk for Park news
2. **Spring Park Cleanup:** Saturday, April 18, 2026, from 9 until ? Parks and Rec will be working with EAC and John Nielsen in invasive removal around the Pond, focusing on Japanese Stilt Grass, Multiflora Rose, and Oriental Bittersweet.
 3. Parks and Recreation will be developing a **lawn-to-meadow test plot** in the Park. The current location being considered is along the tree line of the upper southeastern part of the Park.
 4. **Rescue Rally:** Saturday May 16, 2026, 11 AM – 3 PM
 5. **America 250 in the Park:** Saturday, June 27, 2026, from 10 AM to 2 PM
 - Bench is completed and awaiting the plaque.
 - Decision was made to place the bench by the playground flagpole for the dedication but a permanent placement on the hill above the gazebo. A **Liberty Elm** will be planted beside it for future shade,
 - A time capsule will be buried nearby.
 - A competitive birdhouse competition will be held..
 - Events include the Bike Parade, Mainliners performance, food trucks, vendors, bounce houses, and a 2-hour music concert
 6. The Parks and Recreation Board recommends that a **free-standing kiosk** be installed close to the existing bathrooms for posting up to date Township news in a location that is more visible than the current kiosks. The lower kiosk in the grassy field needs updating and/or removal. The bench by the lower kiosk is broken and should also be removed.

Respectfully submitted,

Teri Dickinson

2026 EFT Parks and Recreation Chairperson

March 18, 2026

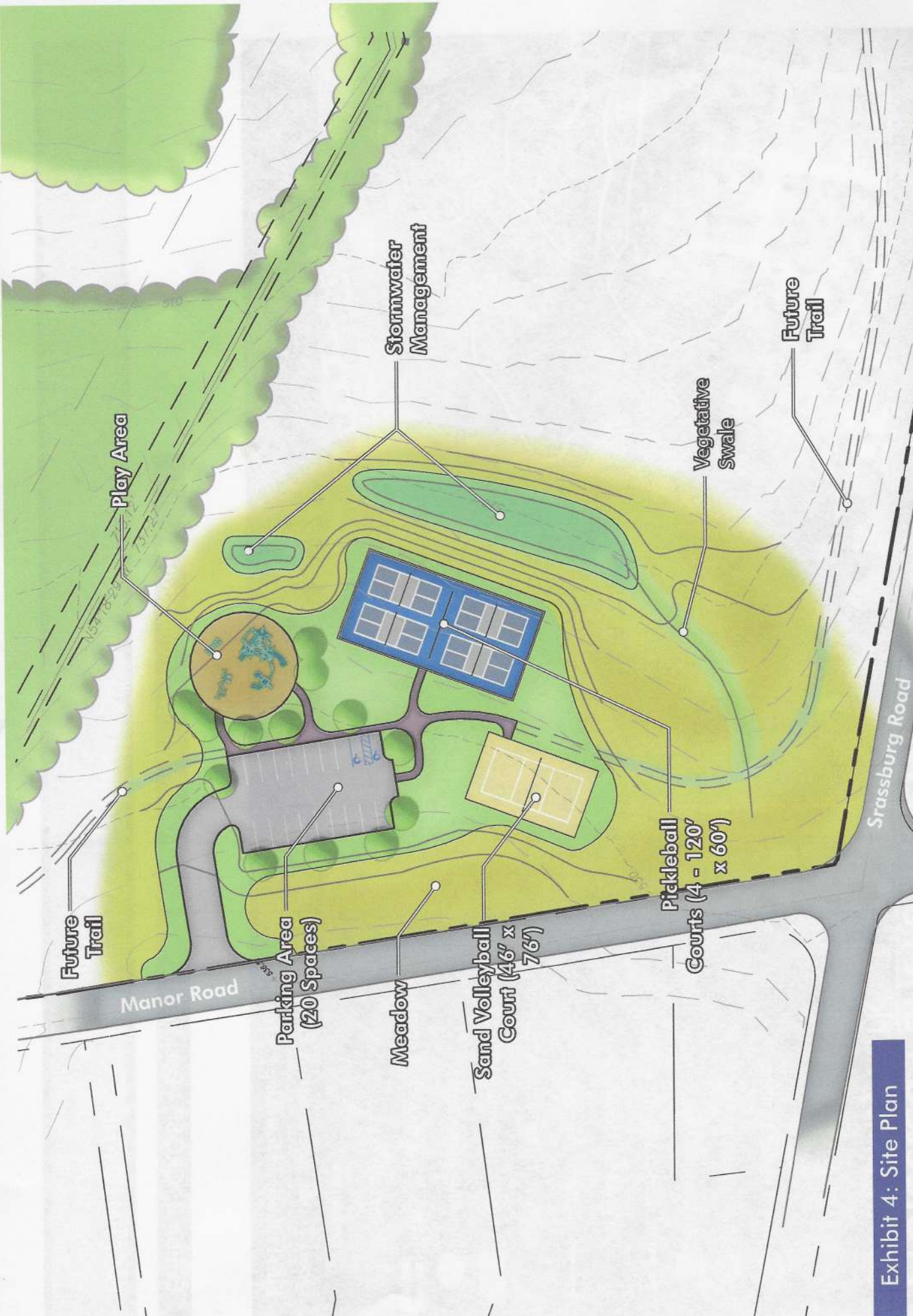


Exhibit 4: Site Plan

EAST FALLOWFIELD COMMUNITY PARK REHABILITATION AND DEVELOPMENT
 2025 DCNR GRANT – WEB ID 2011819
 East Fallowfield Township

Monthly Update to Board of Supervisors

Dear Members of the Board of Supervisors,

The Planning Commission held meetings on March 2, 2025, and March 16, 2025. Below is a summary of key discussions and actions:

March 2, 2025

- Met with Rob Singer from the Township Solicitor's Office to discuss the proposed rental ordinance.
- Reviewed the special exception request for 20 Wilmington Road (Bed & Breakfast) and discussed zoning considerations. The Planning Commission recommends forwarding this to the Zoning Hearing Board for further review.
- Continued discussion on updates to the Comprehensive Plan.

March 16, 2025

- Reviewed the subdivision plan for 1855 Goosetown Road.
- Motion carried to recommend approval of the subdivision to the Board of Supervisors.

Sincerely,

A handwritten signature in cursive script that reads "Raymond D Smith".

Raymond Smith
Chair, Planning Commission

Chester County Department of Emergency Services

East Fallowfield Police Department



Year to Date Stats

Month	Count
JANUARY	604
FEBRUARY	563
Year to Date Total:	1,167

TOP Event SubType to Date	Count to Date
PATROL CHECK - OUTSIDE AREAS	503
BUSINESS CHECK	171
TRAFFIC STOP	90
REPORT	56
PHONE ASSIGNMENT	24
TRAFFIC-GENERAL/HAZARDS (PD)	23
RESPIRATORY DIFFICULTY - ALS	22
ANIMAL COMPLAINT	20
FALL / LIFT ASSIST - BLS	19
MISCELLANEOUS POLICE NATURE	19
SCHOOL CHECK	19
PROPERTY DAMAGE	14

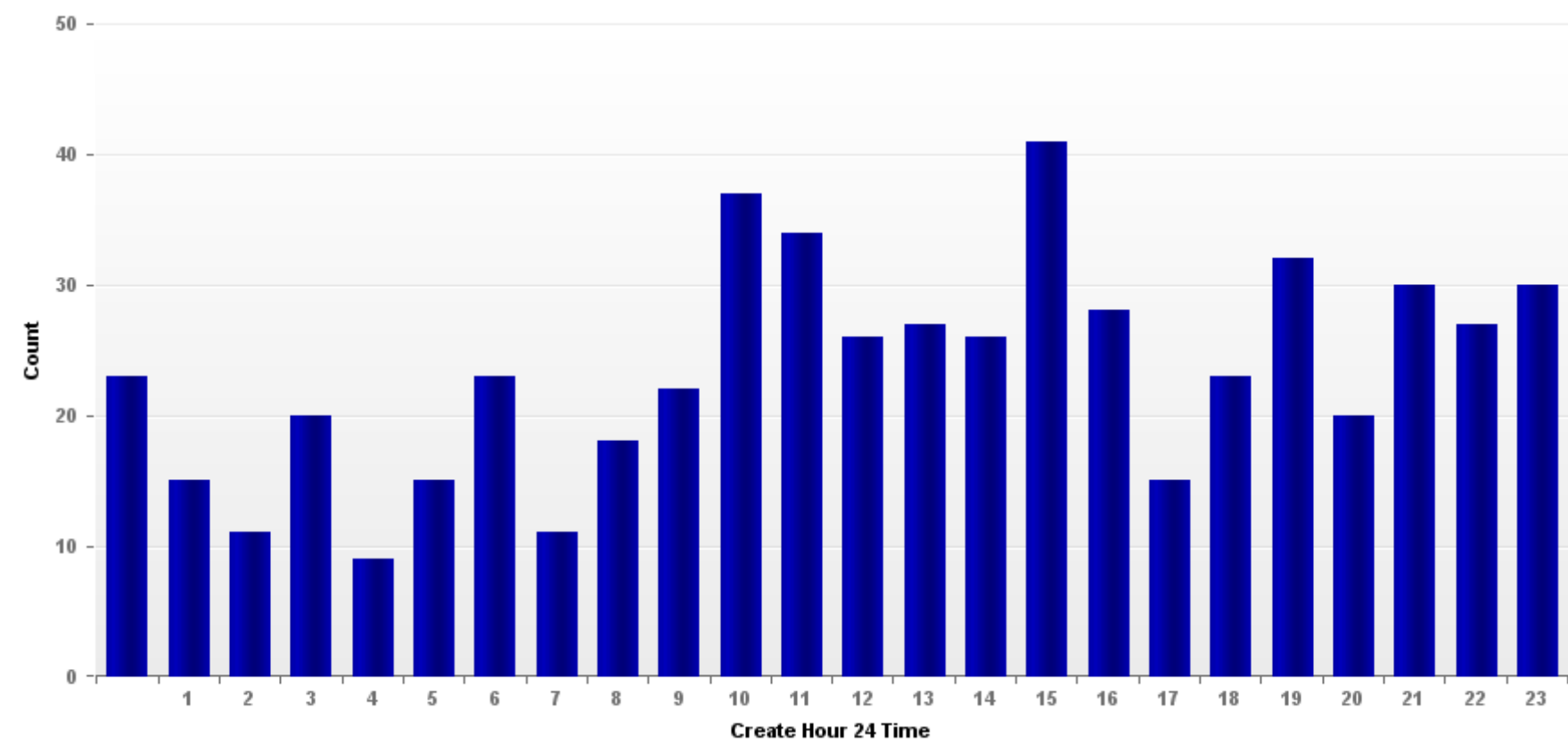
Run Date: 03/01/2026 08:32:04 AM

Last DW Refresh Date: 03/01/2026 02:30:00 AM



Monthly Event Count by Hour of the Day

Date Range:	FEBRUARY
Total Events:	563



Chester County Department of Emergency Services

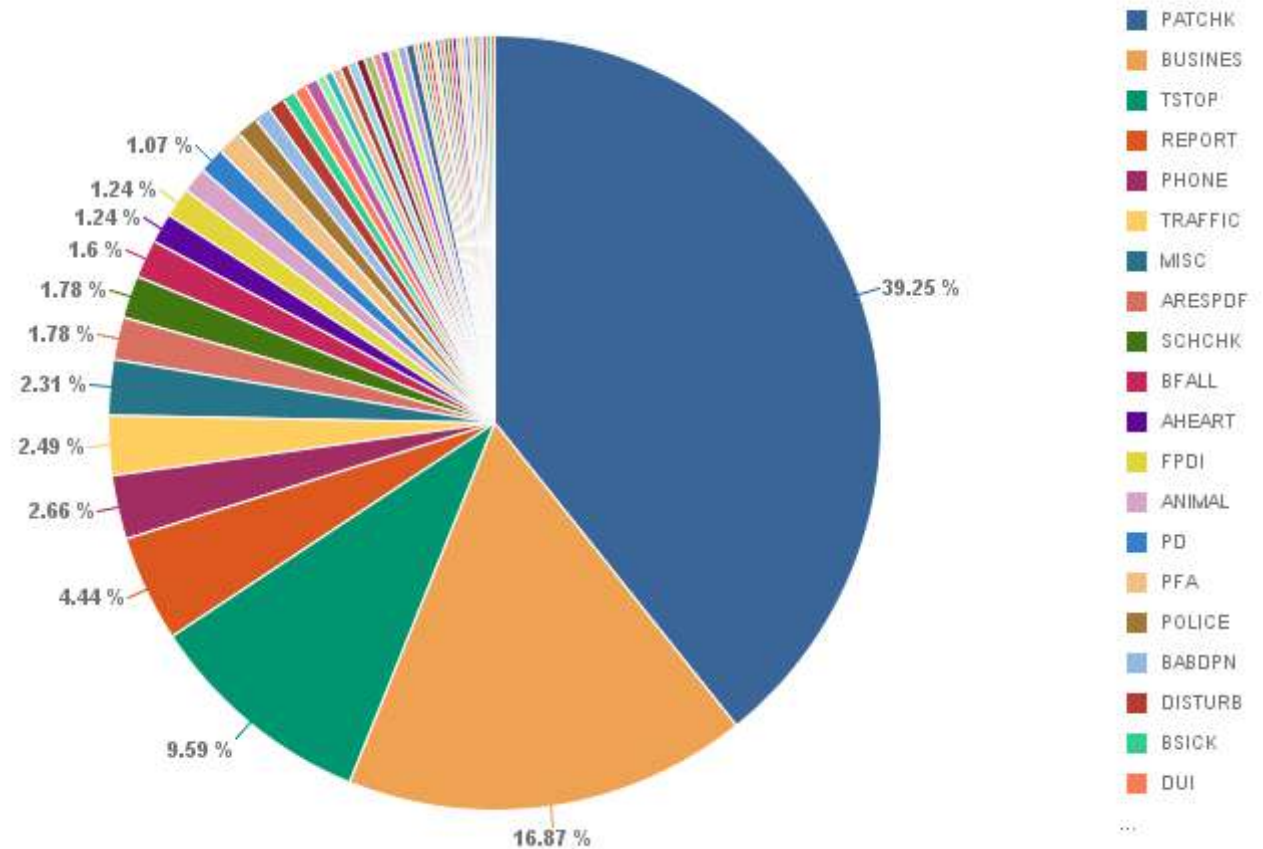
East Fallowfield Police Department



Monthly Event Count by All Sub Types

Date Range: FEBRUARY
Total Events: 563

Event Type	Type	Count
POLICE	PATCHK	221
POLICE	BUSINES	95
POLICE	TSTOP	54
POLICE	REPORT	25
POLICE	PHONE	15
POLICE	TRAFFIC	14
POLICE	MISC	13
MEDICAL	ARESPDF	10
POLICE	SCHCHK	10
MEDICAL	BFALL	9
MEDICAL	AHEART	7
ACCIDENT	PD	6
POLICE	PFA	6
ALARM	POLICE	5
POLICE	DUI	3





Monthly Event Count by All Sub Types

Event Type	Event Sub Types	Count
POLICE	PATROL CHECK - OUTSIDE AREAS	221
POLICE	BUSINESS CHECK	95
POLICE	TRAFFIC STOP	54
POLICE	REPORT	25
POLICE	PHONE ASSIGNMENT	15
POLICE	TRAFFIC-GENERAL/HAZARDS (PD)	14
POLICE	MISCELLANEOUS POLICE NATURE	13
MEDICAL	RESPIRATORY DIFFICULTY - ALS	10
POLICE	SCHOOL CHECK	10
MEDICAL	FALL / LIFT ASSIST - BLS	9
MEDICAL	HEART PROBLEMS - ALS	7
POLICE	FOR POLICE DEPT.INFORMATION	7
ACCIDENT	PROPERTY DAMAGE	6
POLICE	ANIMAL COMPLAINT	6
POLICE	PFA SERVICE/VIOLATION	6
ALARM	POLICE	5
MEDICAL	ABDOMINAL PAIN - BLS	4
POLICE	DISTURBANCE (JO/IP)	4
MEDICAL	SICK PERSON - BLS	3
POLICE	DUI	3

Run Date: 03/01/2026 08:32:04 AM

Last DW Refresh Date: 03/01/2026 02:30:00 AM



Monthly Event Count by All Sub Types

Event Type	Event Sub Types	Count
POLICE	SUSPICIOUS CONDITION(S)(JO/IP)	3
ACCIDENT	BLS	2
ALARM	FIRE	2
FIRE	ASSIST THE AMBULANCE	2
MEDICAL	CVA/STROKE - ALS	2
MEDICAL	EMOTIONAL DISORDER - BLS	2
MEDICAL	HEMORRHAGING - ALS	2
MEDICAL	HYPO TENSION - ALS	2
MEDICAL	OVERDOSE - ALS	2
MEDICAL	UNRESPONSIVE PERSON - ALS	2
POLICE	ERRATIC DRIVER (JO/IP)	2
POLICE	PARKING COMPLAINT	2
POLICE	WELL-BEING CHECK	2
FIRE	APPLIANCE	1
FIRE	HOUSE	1
FIRE	OTHER TYPE RESCUE	1
MEDICAL	BACK PAIN - BLS	1
MEDICAL	CARDIAC/RESP ARREST - ALS	1
MEDICAL	DIABETIC EMERGENCY - ALS	1
MEDICAL	EXPOSURE TO HEAT/COLD - ALS	1

Run Date: 03/01/2026 08:32:04 AM

Last DW Refresh Date: 03/01/2026 02:30:00 AM



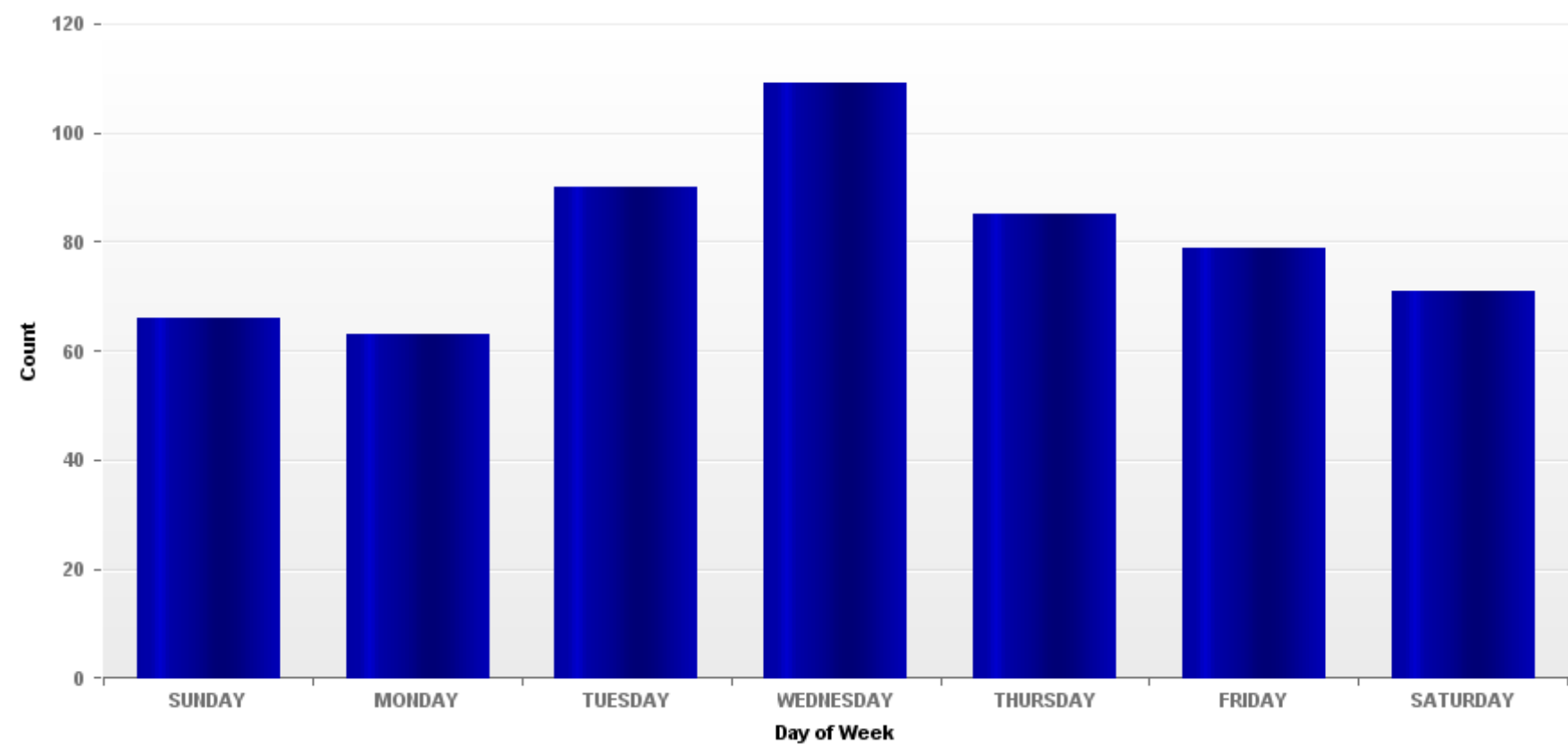
Monthly Event Count by All Sub Types

Event Type	Event Sub Types	Count
MEDICAL	INJURED PERSON - BLS	1
MEDICAL	OVERDOSE - BLS	1
MEDICAL	SEIZURES - ALS	1
POLICE	ASSIST OTHER PD	1
POLICE	CODE 1	1
POLICE	DOMESTIC (JO/IP)	1
POLICE	ESCORT - PERSON/MONEY	1
POLICE	FIGHT (JO/IP)	1
POLICE	KEYS-CHILD/PERSON LOCKD IN VEH	1
POLICE	KEYS - LOCKED (VEH,HSE,ETC)	1
POLICE	SPEED MONITORING	1
POLICE	WARRANT HIT / SERVICE	1



Monthly Event Count by Day of Week

Date Range:	FEBRUARY
Total Events:	563

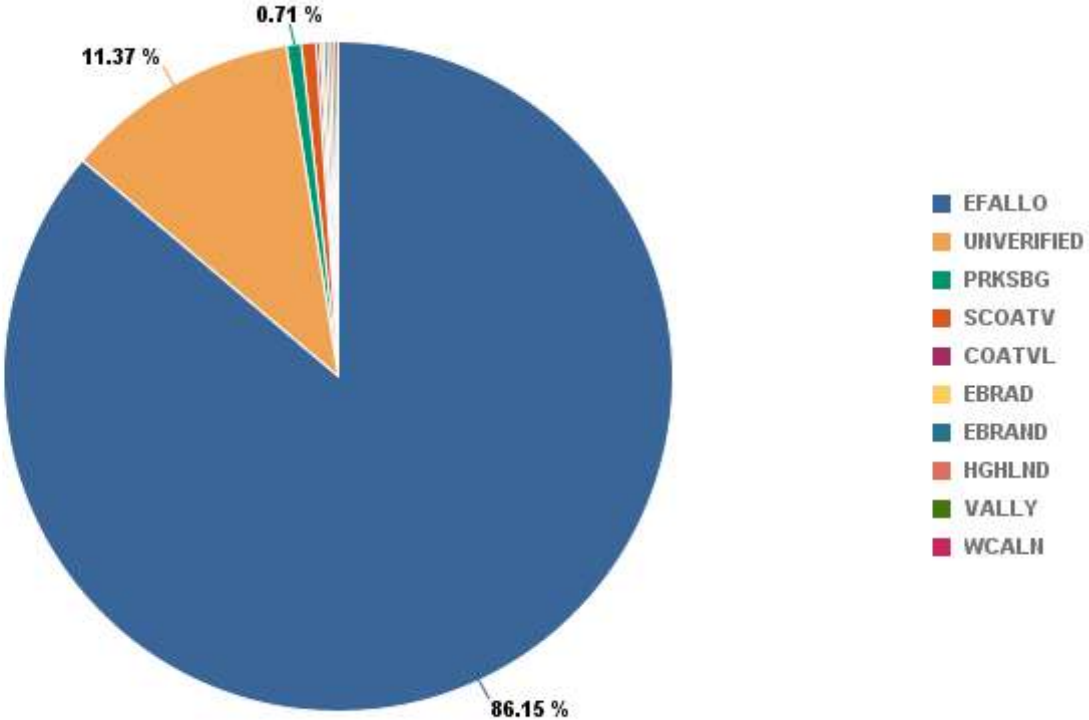




Monthly Event Count by Municipality

Date Range:	FEBRUARY
Total Events:	563

Event City	Count
EFALLO	485
UNVERIFIED	64
PRKSBG	4
SCOATV	4
COATVL	1
EBRAD	1
EBRAND	1
HGHLND	1
VALLY	1
WCALN	1
Total:	563



V.E. RALPH & SON, INC.

P.O. Box 633 · 320 SCHUYLER AVENUE, KEARNY, NJ 07032-0633
TELEPHONE: (201) 997-2400 TOLL FREE: (800) 526-1196
FAX: (201)997-6556

QUOTE NO. 116636

DATE 03/13/26

102684
TO: EAST FALLOWFIELD TWP
POLICE DEPT
2264 STRASBURG ROAD
E. FALLOWFIELD, PA 19320

S
H
I
P
T
O

EAST FALLOWFIELD TWP
POLICE DEPT
475 DOE RUN ROAD
E. FALLOWFIELD, PA 19320

TEL #: 610-384-9163

FAX #: EMAIL

CONTACT	TERMS	ESTIMATED SHIP DATE	FOB
CHRISRILLA WALLS	NET 30 DAYS	2-4 DAYS ARO	KEARNY

QUANTITY	U/M	CATALOG NO.	DESCRIPTION	UNIT PRICE	AMOUNT
4	EA	24-M5066A	PHILIPS HEARTSTART ONSITE AED **LABEL AS LITHIUM	1106.00	4,424.00
4	EA	24-OPTC01	STANDARD CARRYING CASE FOR ONSITE - DEFIB	87.50	350.00
SPECIAL DISCOUNTED COSTARS CONTRACT PRICING - CONTRACT# 012-E23-324* **FREIGHT FREE SHIPMENT					

PRICES ARE GUARANTEED THROUGH: 04/12/26

TOTAL

4,774.00

QUOTED BY: BOB HERZOG

Serving The People Who Save The People Since 1946.



Best coverage & prices
from Flood Auto Group



Ford Authorized

As a new car dealer, Flood Ford is authorized by Ford Motor Company to sell ESP



Checkout - 2026 Ford Explorer/Hybrid

Ford Extended Service Plan	Price
PremiumCARE Contract \$100 Deductible 7 Years 100,000 Miles Coverage -4x4 or All Wheel Drive Model Commercial Use Expires 7 Years from original in-service date or the odometer reaches 100000 miles.	\$1,965.00
Total	\$1,965.00
Ford Pass Point Discount	\$0.00
Total Charge	\$1,965.00

Customer Information

Owner East Fallowfield Twp
First MI Last

Address 2264 Strasburg Rd
Street
East Fallowfield Pennsylvania 19320
City State Zip Code

Contact cosborn@eastfallowfield.org 6103849163
Email Phone

My billing address is the different: ☐

Vehicle Information

Vehicle 2026 Ford Explorer/Hybrid

Vin Number 1FM5K8AW8TGB20881 Valid VIN | Year: 2026

Original Retail Date 02/19/2026 (mm/dd/yyyy) Estimate is ok.

Current Mileage 53 Please use the exact mileage.

To modify mileage you must restart the quote.

Payment Information

***Use Ford Pass Points**

points

* The email address used above must be the Ford Pass account holder's email. Once redeemed points are non-refundable.

Gift Card Redemption

Choose a way to pay

	Card
	PayPal
	PayPal Credit

☐  Save \$20.00 by using echeck. You will be charged \$1945.00(less any points)

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Vehicle Mileage Records

Roads Dept

Mileage

Month: February. 2026

Start

End

Total

2006 F-250 Pickup						149,862	150,001	139
2013 F-350 Utility Body						11,911	12,921	1,010
2017 F-350 Pickup						43,722	43,955	233
2023 F-550 Dump						4,932	5,190	258
2019 F-650 Dump						9169	9229	60
2020 F-750 Brush body						10220	10220	0
2016 Freightliner Dump						14,187	14,499	312
2011 Freightliner Dump						19,567	19,858	291
2005 Freightliner Dump						37,369	37,577	208
2006 Freightliner Dump						29,008	29,365	357
2022 Backhoe						637	645	8
2005 Loader						3,034	3,071	37
2018 Case skid steer						586	611	25
2003 TN 70 Tractor						2,654	2,654	0
2005 TL 100 Tractor						2569	2569	0

East Fallowfield *Township*

Road Department Monthly Report

February 2026

Activity	Hours	Year to Date
Sign Repair	6	10
Comp. Pick up	0	99
Road Maintenance	20	63
Brooks crossing	0	0
Gutter Work	0	7
Road Clean Up	2	2
Tree work	0	3
Storm Drains	26.5	39.5
Road Inspection	20	20
Mowing Twp Road	0	0
Parks	19	44
Plowing & Salting	59	156
Police Maint.	16	29
Equipment Maint.	242	512
Office Admin.& PA 1 Call	11	17
Holiday	32	96
Vacation	16	24
Sick	41.5	57.5
Personal	0	0
Overtime	90	266
Building Maint.	46.5	85.5
Trash & Recycling	63	73
Other	18.5	23.5
Total Hours	729	1626.5
Submitted By, Justin Gathercole		



Smoker Door Sales LLC
P.O. Box 58
Kinzers, PA, 17535
Phone: 717-442-5070

QUOTE

Quote Nbr.: Q021551
Order Date: 2/17/2026
Valid Until: 3/19/2026
Sales Person: Brian Miller

ISSUED TO:	SHIP TO:
East Fallowfield Township 2264 Strasburg Road Coatesville PA 19320	East Fallowfield Township 2264 Strasburg Road Coatesville PA 19320

QTY.	ITEM	PRICE	DISC.	AMOUNT
1.000	Amarr Commercial Door 18'x12' Model 2742 in White Pencil Groove Panel Design Insulated with Steel Back (19.4 R-Value) 1 Panel with (5)24"x8" Windows 15R Track - 2" Angle to Wood Torsion Springs - Solid Shaft *14' Floor to Ceiling	5,545.000		5,545.00
1.000	Liftmaster TDC7S1BMC 12' Rail Smooth Start/Stop Wi-Fi with MyQ capabilities 120v - single phase 24VDC motor Safety Sensors Three Button Control Station with Interface	1,465.000		1,465.00
2.000	L993M 3-Button Remote	55.000		110.00
1.000	Remove Existing Door and Opener - Disposal Included	0.000		0.00

6 Week Lead Time

ACCEPTANCE OF QUOTE

The above prices, specifications and conditions are satisfactory and are hereby accepted.

Signature: _____

Date: _____

Quote Total: 7,120.00
Tax Total: 0.00
Total: 7,120.00



East Fallowfield Historical Commission

Meeting Report – February 4, 2026 Meeting

The Historical Commission met on Wednesday, February 4, 2026, with a quorum of members present.

The EFTHC discussed the permit application for renovations at 30 Loop Road, which is a Class I resource and included in the National Register of Historic Places. The Commission members expressed concern that the owner has not promptly revised and resubmitted a permit application as requested. Additionally, there was discussion that no action has been taken to secure the property as required by zoning regulations as noted in a letter to the Code Enforcement Officer. The present condition of the property leaves it subject to deterioration and presents a public hazard being open and unsecured.

Next phase of renovation planned at Peoples Hall was discussed. Preliminary plans are being discussed for the replacement of the existing front entry stairs with code compliant stairs, and provisions for handicapped access to the building are under consideration. Renovations will likely require a certified plot plan to resolve conflicting boundaries as shown in ChescoViews. Scheduled events for February and March were discussed.

Owner of 300 Glenrose Road requested he be put on the agenda to discuss proposed repairs and renovations of the property to resolve insect damage. The owner did not appear at the meeting, so no determination was made.