EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS MEETING

October 27, 2026 Approved Minutes

Members Present:
Wilson Lambert, Chair
Robert Sparr, Vice Chair
Katja DiRado, Member
Deborah Stoff, Member
Al Wright, Member

Township Staff Present:
Scott Swichar, Township Manager
Dave Hindman, Township Treasurer
Anja Twite, Township Secretary
Chad Osborn, Police Chief
Mike Crotty, Township Solicitor

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

Chair Lambert called the meeting to order at 6:31p.m.

2. EXECUTIVE SESSION

An executive session was held on October 27, 2026 to discuss legal matters.

3. APPROVAL OF MINUTES

a. October 13, 2026 Board of Supervisors Meeting Minutes

MOTION: Supervisor DiRado made a motion to approve the October 13, 2026 Board of Supervisors meeting minutes as presented. Vice Chair Sparr seconded.

VOTE: 5-0

4. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

a. September Westwood Fire Company Fire Chief's Report submitted for Board and resident review.
b. September Westwood Fire Company EMS Report submitted for Board and resident review.
c. September Modena Fire Company Fire Chief's Report submitted for Board and resident review.
d. September Modena Fire Company Fire Chief's Report – East Fallowfield Calls Only submitted for Board and resident review.
e. September Modena Fire Company EMS Report submitted for Board and resident review.

5. SUMMARY BY APPLICABLE BOARD LIAISON

a. Township Office – Chair Lambert

b. Police Department – Supervisor Wright

c. Public Works Department – Supervisor Wright

d. Emergency Services and Fire Marshal – Vice Chair Sparr
Vice Chair Sparr reported that a meeting was held regarding emergency services funding needs.

e. Planning Commission – Supervisor Stoff
Supervisor Stoff reported that the Commission reviewed several ordinances.

f. Historical Commission – Supervisor DiRado

g. Park and Recreation – Vice Chair Sparr
Vice Chair Sparr reported that Trunk or Treat was successful. Parks & Recreation Committee Chair Teri Dickinson announced that 315 pounds of donated food had been delivered to the food bank.

h. Environmental Advisory Committee (EAC) – Supervisor DiRado

6. TREASURER'S REPORT

a. September 30, 2026 Treasurer's Report

MOTION: Chair Lambert made a motion to approve the September 30, 2026 Treasurer's Report as presented. Supervisor DiRado seconded.

VOTE: 5-0

b. Payment Authorizations

MOTION: Chair Lambert made a motion to approve the Payment Authorizations for the period of October 14, 2026 through October 27, 2026, in the total amount of $220,201.45, as presented. Supervisor Wright seconded.

It was noted that the payment to the SPCA represented the Township's annual contract payment for 2027.

VOTE: 5-0

7. MANAGER'S REPORT

a. Approval of CDL hourly wage Increase

MOTION: Supervisor Wright made a motion to approve the hourly CDL salary increase from $25.00 to $27.00. Vice Chair Sparr seconded.

Township Manager Swichar explained that the expenditure was for snow plowing services and noted the need to offer a competitive rate.

VOTE: 5-0

b. First Presentation of Budget (Informational)

Township Manager Swichar presented the proposed 2027 budget, noting that no real estate tax increase is proposed for the General Fund or Fire/EMS Fund. There is no tax increase proposed in the General Fund for ninth consecutive year and that the trash fee will remain at $450. The budget includes a projected deficit, increased employee healthcare costs, transfers to the Capital and Municipal Building Funds and the use of fund balance reserves and grants to support capital and operational needs.

Mr. Swichar also reviewed the Township's fire and EMS funding, including a request for additional subsidies to support paid firefighter staffing at local fire companies due to ongoing volunteer recruitment challenges and increasing service demands. Frank Dowlin, Modena Fire Company Chief, and John Sly, Westwood Fire Company President, discussed regional funding disparities, the transition toward paid emergency services, and capital equipment replacement needs. The Board directed staff to prepare a letter to South Coatesville Borough advocating for increased municipal support of Modena Fire Company.

A revised budget will be presented in November, with final adoption anticipated in December.

8. LEGAL

a. Adoption of Ordinance No. 2026-05 – Amendment to Chapter 18B, Connection to Public Sewers Required

MOTION: Supervisor Wright made a motion to adopt Ordinance No. 2026-05, amending Chapter 18b, Municipal Sewer Systems Section 18b-102.1, Connection to Public Sewers Required. Supervisor Stoff seconded.

Township Solicitor Crotty summarized that the ordinance applies to failed on-lot systems located within 150 feet of a sewer line when the systems cannot be repaired. It was also noted that system certifications are not required to be performed by a specific company.

VOTE: 5-0

b. Consideration to Advertise the Proposed Data Center Ordinance

MOTION: Supervisor Stoff made a motion to authorize advertisement of a proposed Zoning Ordinance amendment regarding Data Centers. Supervisor Wright seconded.

Township Solicitor Crotty provided an overview of the proposed ordinance and explained that it will next be reviewed by the Chester County Planning Commission. He noted that data centers would only be permitted on 50+ acre lots within the Township’s O/I Zoning District.

VOTE: 5-0

a. Proposed Residential Rental Ordinance (Informational)

Township Solicitor Crotty provided an overview of the proposed ordinance and noted that input had been received from the Township’s Zoning Code Officer, Rich O’Brien. He stated that the ordinance includes an inspection checklist, which will be forwarded to the Planning Commission for review.

b. Coatesville Area School District – Permanent Construction Easement Agreement

It was noted that information remains outstanding.

c. Conditional Use Hearing for 6 IMS Drive (Verizon Wireless) on November 24, 2026 (Informational)

Township Solicitor Crotty explained that the Zoning Hearing Board has approved a variance for the project and confirmed that neighboring property owners had been notified of the proposal.

9. PARKS & RECREATION REPORT

a. No Report Submitted

Parks & Recreation Committee Chair Teri Dickinson announced that the fall park cleanup has been scheduled for November 14.

b. East Fallowfield Township Holiday Tree Lighting is December 5, 2026 at 6:00 p.m.

10. PLANNING COMMISSION

a. A report was submitted

b. Appointment of Karen Beasley as Planning Commission Alternate Member

MOTION: Supervisor Stoff made a motion to appoint Karen Beasley as Alternate Planning Commission Member for the term ending December 31, 2027. Vice Chair Sparr seconded.

It was noted that Ms. Beasley was interviewed by the Planning Commission.

VOTE: 5-0

Guido Giuntini	Chair	2026 to 2029
Charles Read	Vice Chair	2023 to 2026
Deloin Scotton	Member	2023 to 2026
Deborah Stoff	Member	2024 to 2027
Jerry Dickinson	Member	2024 to 2027
Sue Monaghan	Member	2026 to 2029
TJ Berlin	Member	2026 to 2029
Karen Beasley	**Alternate**	**2024 to 2027**

11. POLICE DEPARTMENT

a. September 2026 Report for Board and Resident Review

b. Approval of Legal Process Policy Update

MOTION: Supervisor Wright made a motion to approve the updated Legal Process policy, as presented. Chair Lambert seconded.

VOTE: 5-0

c. Approval of Authorized Weapons & Ammunition Policy Update

MOTION: Supervisor DiRado made a motion to approve the updated Authorized Weapons & Ammunition policy, as presented. Chair Lambert seconded.

VOTE: 5-0

d. Approval of Response to Resistance Policy Update

MOTION: Chair Lambert made a motion to approve the updated Response to Resistance policy, as presented. Supervisor DiRado seconded.

VOTE: 5-0

e. Approval of New Artificial Intelligence Policy

MOTION: Supervisor Wright made a motion to approve the Artificial Intelligence policy, as presented. Chair Lambert seconded.

Supervisor DiRado expressed concern about the use of facial recognition as the sole means of identification. Police Chief Osborn confirmed that facial recognition would not be used as the sole basis for identification.

VOTE: 4-0 (Supervisor DiRado abstained)

f. Conditional Offer Letter of Employment for Part-Time Police Officer

MOTION: Supervisor Wright made a motion to tender a conditional offer of employment to Joseph Devlin to serve as part-time police officer, subject to a satisfactory background investigation pursuant to Act 57. Chair Lambert seconded.

VOTE: 5-0

12. PUBLIC WORKS DEPARTMENT

a. September Road Department Report Submitted for Board and Resident Review

13. HISTORICAL COMMISSION

a. No report submitted

14. ENVIRONMENTAL ADVISORY COUNCIL

a. No report submitted

15. OLD BUSINESS

There was no old business.

16. NEW BUSINESS

There was no new business.

17. PUBLIC PARTICIPATION

Township resident Shane Cloyd asked questions regarding the status of the permitting software, the projected shortfall in the 2026 legal budget line item, the $200,000 budget deficit, next year's trash collection rate, fire volunteer staffing increases, and police vehicle usage/fleet size.

Township resident Teri Dickinson expressed concern regarding the lack of respect displayed by some individuals during meetings.

18. ADJOURNMENT

MOTION: Vice Chair Sparr made a motion to adjourn the Supervisors Meeting at 8:43 PM. Supervisor Wright seconded.

VOTE: 5-0

Respectfully Submitted,

Anja Twite
Township Secretary