

EAST FALLOWFIELD TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
August 22, 2023 Approved Minutes  
6:30 p.m.

**Members Present**

Wilson Lambert, Chairman  
Joseph Heffern, Vice-Chairman  
John Nielsen, Member

**Township Staff Present**

Lisa Ionata, Treasurer  
Chad Osborn, Chief of Police  
Denise Verderosa, Administration

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

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

2. APPROVAL OF MINUTES

JULY 25, 2023 BOARD OF SUPERVISORS MEETING MINUTES

MOTION: Chairman Lambert made a motion to approve the July 25, 2023 Board of Supervisors meeting minutes as presented. Supervisor Nielsen seconded.

VOTE: 3-0.

3. AGENDA AMENDMENT

MOTION: Vice Chairman Heffern made a motion that the agenda be amended to include consideration and possible action on the Hannah Lamb Eagle Scout Project for approval.

VOTE: 3-0

4. ADDED DISCUSSION ITEM – Supervisor Nielsen discussed the recent fire in the Township and the comments on social media speculating the cause of the fire. He asked Township Solicitor Crotty what details, if any, would be available to the public once investigations were completed for the purposes of improving public safety. Township Solicitor Crotty explained some of the normal process, and Police Chief Osborn confirmed that it is customary for an investigation to be completed to determine the cause of every residential home fire, both ultimately expressing that some details may be private information.

5. FIRE DEPARTMENTS & DEPARTMENT OF EMERGENCY SERVICES

- a. July Westwood Fire Company Fire Chief’s Report submitted for Board and resident review.
- b. July Westwood Fire Company EMS Report submitted for Board and resident review.
- c. July Modena Fire Company Fire Chief’s Report submitted for Board and resident review.

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

6. PRESENTATION

- a. Bike the Brandywine 2023.

Treasurer Ionata explained that a representative from the organization could not attend the meeting, however there have not been any changes made to the route from past years and no issues were reported in the past. She mentioned that the details of the event were discussed with both Chief Osborn and Assistant Foremen Gathercole, neither of which expressed any concerns. Also, the appropriate certificate of insurance was received and included in the packet.

MOTION: Chairman Lambert made a motion that the Township approve the request by Brandywine Conservancy to host the Bike the Brandywine Event on township roads on September 23, 2023, subject to the requirement that the Township be named as an additional insured on their insurance for the event, that they arrange for fire police to secure the affected traffic intersections within the Township during the event. Supervisor Nielsen seconded.

VOTE: 3-0

7. TREASURER'S REPORT

- a. July 31, 2023 Treasurer's Report.

MOTION: Chairman Lambert made a motion to approve the July 31, 2023 Treasurer's Report as presented. Supervisor Nielsen seconded.

VOTE: 3-0.

- b. Payment Authorizations.

MOTION: Chairman Lambert made a motion to approve the Payment Authorizations for the period of July 26, 2023 through August 22, 2023 in the total amount of \$248,397.84 as presented. Supervisor Nielsen seconded.

VOTE: 3-0.

- c. Approval of the 2023-2024 Chester County Consortium bid for Sodium Chloride.

MOTION: Chairman Lambert made a motion to approve the 2023-2024 Chester County Consortium Bid to Easter Salt Company for Sodium Chloride for \$74.48 a ton.

Treasurer Ionata mentioned that the County goes out to bid each year for this based on estimated purchase tonnage provided by each municipality. Supervisor Nielsen asked if there are any minimum purchase requirements or penalties if we don't purchase any. Treasurer Ionata said no, the price is the same whether the township goes below or over the estimate provided and the good news is that the price went down from \$75 a ton. Township Solicitor Crotty interjected that the price is actually \$74.58, the initial motion had a typo.

NEW MOTION: Chairman Lambert made a motion to approve the 2023-2024 Chester County Consortium Bid to Easter Salt Company for Sodium Chloride for \$74.58 a ton.

VOTE: 3-0.

d. Fee Schedule Resolution 2023-17.

Chairman Lambert expressed the desire to table this item and asked Township Solicitor Crotty if there is a required time-frame for this to be approved. Township Solicitor Crotty said that it is up to the administrative staff.

Treasurer Ionata stated that there is a desire to move forward with these changes for two main reasons. First the current fee is well below the costs the Township incurs for the processing of stormwater management permits and has been for a long time. The other is related to recent changes made to the ordinance adding another level of Stormwater Management that is a simplified approach. Our current forms/applications are obsolete and need to be updated to reflect this new approach.

Some discussion ensued related to the previous ordinance change and square footage thresholds for each level of stormwater management permit review required. Ultimately, this item was tabled.

e. New Business – no new business to report.

8. LEGAL

a. Announcement of Trash Bid Submissions (Informational).

Township Solicitor Crotty began discussions regarding the results of the Trash bid process. The Township is in the due diligence period ensuring the top bidders are responsible bidders and all bidding requirements met. Township staff is in the process of doing that so no decision on this will be made tonight. Jim Clark from A. J. Blosenki, Inc. was in attendance and asked to speak about the recent concerns in the media about service. He explained the changes the company has been working through with both ownership, safety (and pulling back on the services/contracts that are further away), and technology improvements on trucks. After some questions and answers, the Board thanked Jim for coming to the meeting and providing everyone with information.

b. HB 291 (Informational).

Township Solicitor Crotty reported House Bill 291, nothing for board action but this bill is pending which has to do with lien priority order. Currently government taxes are higher on the priority list and this bill moves that priority below certain mortgages. In the event of a bankruptcy or default, the mortgage company would then be paid first, rather than any municipal government liens if this bill passes. Township Solicitor Crotty encouraged the Board to reach out to our representatives to oppose this bill.

9. PARK AND RECREATION BOARD

a. Park and Recreation Report submitted for Board and Resident review.

- b. Correction of Terms established for new Board members to the Park and Recreation Board from July 25, 2023 Board of Supervisors Meeting.

Teri Dickinson	Chairperson	2021-2025
Clare Small-McEvoy	Secretary	2019-2023
Fred Weiss	Member	2022-2026
Christen Ali	Member	2022-2026
Robin Barnes Burdik	Member	2023-2027
Stephanie Scotton	Member	2023-2025
Jonathan Egger	Member	2023-2024

Treasurer Ionata explained that at the previous meeting the board approved the new appointments with incorrect term ending dates. The following motions are to correct those terms to match up with the terms of the members who stepped down.

MOTION: Vice Chairman Heffern made a motion to amend the term of Robin Barnes Burdik’s appointment to the Park and Recreation Board from ending on December 31, 2028 to ending on December 31, 2027. Chairman Lambert seconded.

VOTE: 3-0.

MOTION: Vice Chairman Heffern made a motion to amend the term of Stephanie Scotton’s appointment to the Park and Recreation Board from ending on December 31, 2028 to ending on December 31, 2025. Supervisor Nielsen seconded.

VOTE: 3-0.

MOTION: Supervisor Nielsen made a motion to amend the term of Jonathan Egger’s appointment to the Park and Recreation Board from ending on December 31, 2028 to ending on December 31, 2024. Chairman Lambert seconded.

VOTE: 3-0.

- c. Vice Chairman Heffern called Hannah Lamb on his phone to present her project to the Board since she was having difficulty signing on to the electronic meeting link.

Hannah Lamb presented her Eagle Project Proposal, which is a Little Free Library to be installed in the East Fallowfield Township Park. Her presentation covered some background information on herself, explained the project and how a free library works, and then provided some details of her proposed project which will be a second free library in the park. Fundraising and timeline for the project was also covered by Hannah’s presentation.

MOTION: Vice Chairman Heffern made a motion to approve Hannah’s project for adding a free library in the park. Chairman Lambert seconded.

VOTE: 3-0.

10. PLANNING COMMISSION

- a. No Report Submitted.

## 11. POLICE DEPARTMENT

- a. July Police Report submitted for Board and resident review.
- b. Approving New Policies for the Police Department.

Supervisor Nielsen asked Police Chief Osborn to provide additional clarification. The first policy questioned was in regard to the appropriateness of allowing Police Officers to assess and handle a situation involving a Mental Health Crisis. Police Chief Osborn explained the required training that officers have to complete and also shared how the policy provides the appropriate steps for how to get help from professionals with assessing the situation. Supervisor Nielsen asked for clarification on the Unusual Occurrences policy and requested some examples of when this policy would apply. Police Chief Osborn shared some examples, such as a plane crash, and explained that policies are not created for every situation that a police officer might be facing. This policy is for those instances.

MOTION: Chairman Lambert made a motion to approve the following new policies for the Police Department: Responding to Persons Experiencing a Mental Health Crisis; Prisoner Transportation; Traffic Control & Enforcement; Unusual Occurrences; Communications; and Field Reporting. Vice Chairman Heffern seconded.

VOTE: 3-0.

## 12. PUBLIC WORKS DEPARTMENT

- a. July Road Department Report submitted for Board and resident review.

## 13. HISTORICAL COMMISSION

- a. Historical Commission June 7, 2023 Meeting Minutes Submitted for Board and resident review.

## 14. OLD BUSINESS

None.

## 15. NEW BUSINESS

Supervisor Nielsen referred to an email he sent out just before the meeting regarding a County sustainability program. The Township has a resolution in place which sets a goal of operations with sustainable energy by 2050. The email contained a link to an article regarding four Northern Chester County municipalities that were the first to form a task force to participate in and take advantage of the County program which provides planning grants to municipalities for Energy Transition Planning. Council of Government (COG) expressed an interest in starting a similar Task Force in the Western region. Please follow the link to the article for more information:  
<https://www.chescoplanning.org/News/Sustainability/23-Summer/EnergyTransitionPlanning.cfm>

Supervisor Nielsen brought up the Trash bids again briefly as an FYI to mention how some municipalities act as their own trash hauler, Parkesburg and Valley. These municipalities are beginning to discuss regionalization and/or working together to provide services to additional municipalities.

## 16. PUBLIC PARTICIPATION

Westwood Fire CO Chief Mike McWilliams discussed a recent fire in the township. He wanted to express how impressed he was by the response from the neighbors/community, as well as the East Fallowfield Police Department and the local Fire Companies. Response time was just 6 minutes and pets were also saved. Discussion ensued regarding the normal process of investigation (as mentioned earlier in the meeting), how the property owners get help from the various available sources, and type of information that is able to be released once the cause of the fire is determined. The Township Fire Marshal releases relevant information to the appropriate Township personnel as it becomes available. As far as advocacy and outreach for the homeowners, the fire company provides contact information for the Red Cross, community help information, as well as companies that can come and secure the affected home.

Chrysta Argue-21 Pelham Drive addressed the Board of Supervisors regarding the struggles the residents of the Fieldstone community and homeowner association are currently dealing with. The association has contracted engineers to come in and do a transition survey and evaluate the development with respect to stormwater management, landscaping requirements, and other unfinished business related to the dedication of common area and roads. Chrysta explained that analysis is not yet complete, but the homeowners are concerned that they will be left with having to pay for all the things that have not been done properly. Township Solicitor Crotty explained the different segments of the normal development process and discussion ensued on which parties are responsible for which parts of the process. Ultimately, Township Solicitor Crotty suggested that a meeting between all parties be scheduled once the engineers contracted by the Homeowners Association have completed their transition survey so that all of the issues can be laid out, discuss what is left to do, and determine which party is responsible for what.

## 17. ADJOURNMENT

MOTION: Vice Chairman Heffern made a motion to adjourn the August 22, 2023 of Supervisors Meeting at 8:14pm. Supervisor Nielsen seconded.

VOTE: 3-0.

Respectfully Submitted,

Lisa Ionata,  
Treasurer