

**TOWNSHIP OF FALLS
BOARD OF SUPERVISORS MEETING**

ROLL CALL:

JEFFRY E. DENCE, CHAIRMAN	PRESENT
BRIAN M. GALLOWAY, SECRETARY	PRESENT
ERIN M. MULLEN, VICE-CHAIRPERSON	PRESENT
JOHN W. PALMER, SUPERVISOR	PRESENT
TIMOTHY M. LOTECKIE, SUPERVISOR	PRESENT

The meeting was called to order at 6:00 p.m. with roll call and pledge to the flag. All Board members were present. Also present were Township Manager John Shepherd, Township Solicitor Michael Clarke, Township Solicitor Lauren Gallagher and Township Engineer Joe Jones.

2025 ANNUAL FIRE MARSHAL’S REPORT

Falls Township Fire Marshal Rich Dippolito presented the Fire Marshal’s Office 2025 Annual Report. The Fire Marshal’s Office (FMO) consists of five full-time employees consisting of one Director of Emergency Services/Fire Marshal, three Fire Inspectors and a recently hired Clerical Assistant.

- Department roles and responsibilities include annual fire inspections, fire investigations, responding to emergency incidents, fire prevention & education training, fire protection systems inspections, fire company response follow-ups, plan reviews, emergency management, and continued education training.
- Mr. Dippolito displayed photos of violations their office has found.
- Annual fire inspections are conducted at every business, school, hotel, motel, apartment complex, hospital and daycare within the Township. In 2025, the department handled 1,218 fire inspections, about the same as the previous year. The square footage of those inspections rose about 34%, with most of that being North Point. The department conducted 38 fire investigations in 2025.
- Mr. Dippolito reviewed the types of calls they respond to. They also provide aid to the rescue squad. Collectively, the FMO responded to 675 emergency calls during the working day. If available, there are a few employees from the Public Works Department who also respond to emergency calls.
- Mr. Dippolito said the three Township fire departments responded to a total of 1,771 incidents in 2025.
- The FMO oversees large community gatherings throughout the year such as graduation and the prom. An emergency action plan is prepared for these events.
- The FMO is responsible for fire prevention and safety education including fire extinguisher training, use of the smoke simulator trailer, training sessions for adults, children and businesses, smoke detector installation and/or replacement and fire drill observations and recommendations. If a business asks them to come in, they will provide fire training. Last year, 270 people were trained. FMO staff educates children in fire safety and what to do in an emergency. They also talk about going

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home and doing homework to make sure their smoke detectors work and if they don't have them, to contact us. The smoke simulator is used to teach the children to get low, get under the smoke and to climb out through a window.

- In 2025, staff went to 25 different locations and installed 91 smoke detectors. If anyone is looking for a smoke detector, please call the office or send an email to r.dippolito@fallstwp.com.
- For any building permits that are pulled, the FMO will do a final inspection to make sure the renovations have not compromised any of the fire alarm systems, passive egress or any other life safety issues. Last year, there were 60 final fire inspections.
- If any overnight fire requires a follow-up, the FMO will go out the next day to make sure the fire alarm is back up and operational, whatever issue they had has been resolved, or if they have called someone in to fix the problem. In 2025, there were 208 follow-up inspections.
- For fire protection systems, when there are any modifications made, the FMO inspects to make sure they are done properly. They witness the testing and make sure they have a new certification stating the system works properly.
- There are different types of fire protections systems that get inspected. There are fire alarm roughs, fire alarm finals, sprinkler system rough, sprinkler system hydrostatic, sprinkler system final, fire pump final, suppression system final and fire protection other. The department did 155 of these different systems last year. This was a 25% increase from the previous year.
- For plan reviews, anybody that wants to make a change to a business must submit stamped and certified plans. The FMO reviews them to make sure they comply with all applicable codes, the design looks proper, it protects the commodity they are storing, there are acceptable occupant loads and travel distances, and they have adherence to all life-safety requirements.
- Miscellaneous inspections include complaints, chimney liner inspections, food truck inspections, tent inspections, Knox box key updates, courtesy inspections and Code Enforcement assistance. Last year the department performed 114 miscellaneous inspections or re-inspections. For re-inspections, most places we go in and do an inspection for the year but chances are, we will have to go back to re-inspect. We did 2,279 initial and re-inspections of different businesses.
- The FMO attends training to keep your certifications up to date.
- All of the historical fire records have been digitized. They are online and easily accessible.
- The FMO operates a year-long food drive, started back in 2020. For the year, FMO staff made 25 deliveries to four different food banks. Over 5,600 lbs of food was delivered. We have also partnered with Waste Management, the North Park section, and St. Joe's Court. They do monthly or quarterly collections, then we collect it and take it to one of our food banks. Please contact the FMO to schedule a food donation pick up.
- Revenue for the department was fairly stable. The FMO brought in \$475,819 in 2025. The breakdowns are for annual fire inspections, fire permits and fire reports.
- For 2025, there was a total of 3,476 overall inspections and emergency calls.

ITEM # 1 EXECUTIVE SESSION

Mr. Clarke said the board met in Executive Session earlier this evening to receive information from the Township Manager and from Mr. Clarke's office regarding the Shade Tree Commission, the 2026 Paving Program and the municipal building. These were for informational purposes only. No deliberations occurred and no votes were taken.

ITEM # 2 PUBLIC COMMENT – FIVE MINUTE LIMIT PER PERSON FORTY–FIVE MINUTE MAXIMUM

Ms. Margaret Marino (Thornridge Drive resident) reiterated her concern about the ongoing issue of speeding near her property. Ms. Marino was looking for an update. She said Mr. Shepherd has been working on suggestions and she understands this needs Supervisor approval. Ms. Marino said Mr. Shepherd had set up a meeting at her residence with several other officials. Ms. Marino attended the Traffic meeting on April 13th and the engineer Josh was there. He was not aware of any recommendations or strategies from the engineering company that Falls Township had hired. Ms. Marino said she is here to keep this issue in front of the board. Ms. Marino asked Mr. Shepherd where we are right now. Mr. Shepherd said Derek Kennedy is here tonight from Remington Vernick. He was at the meeting with Ms. Marino and others. Mr. Shepherd said he received some local input from the residents. Mr. Kennedy was able to provide a draft memo of recommendations. They reviewed it last week. The memo covers various things they can do in this area of Thornridge to address some of the concerns. The goal is to get some traffic calming in place to slow down vehicles and get the motorists to understand the kind of road they are traveling on. The section where Ms. Marino lives winds around; it is not a straight thoroughfare like some other parts of the road. The board should be receiving that policy recommendation from Mr. Shepherd by the end of this week. He wanted to look at it one more time. The board will see multiple things in there that can be considered, some of which will be shorter term and some will be long term, but Mr. Shepherd thinks it is something they need to talk about and then ultimately make a decision if they want to move forward. Some of these things you've seen before and some of them might be a little bit different, like speed humps, but they haven't been used in the Township in the past. Ms. Marino questioned the timeframe. She said it is almost summer and she wants to teach her grandchildren how to ride their bikes on the same sidewalk where she learned. They can't do that right now. Mr. Shepherd said it depends on how they implement it. One of the recommendations near where she lives is for an additional stop intersection. If the board agrees with that recommendation, it will need to be advertised so it becomes an Ordinance. It takes a little bit of time to advertise it and we have to physically install the signs so that can occur over the course of maybe a few months. Some of the other things that we talked about doing are some speed tables or traffic tables. If we do temporary ones that can be quicker because they're temporary or if we need to build those, that's going to take longer so it depends how we do it. We talked about curb delineators to narrow the lanes to slow down traffic. As a temporary measure, it can happen quicker. Something permanent is going to be longer term and will require more physical construction. Mr. Shepherd said Mr. Kennedy is here and would probably say to do some of these things in a temporary fashion because if we do, we can see if they work

and see if we like them or if they are causing more problems than they are solving. If they do them in that fashion, they could have them a little more quickly rather than being a slower process. Ms. Marino said the other thing they spoke about is the speed limit. Thornridge Drive is 25 mph. Is it Falls Township that sets the speed limit on the curves or is it PennDOT? Mr. Shepherd said it's definitely the Township and Mr. Kennedy's recommendation. It's not an Ordinance that the town needs to adopt but Mr. Shepherd said he could not recall exactly what Mr. Kennedy recommended. Ms. Morino asked if she is able to get a copy of the document. Mr. Shepherd said it is a draft report right now but once it is a final report, absolutely. Mr. Shepherd asked Mr. Kennedy if he recalled the speed times that were logged on the curves; if you did a recommendation with some arrows or maybe even some like a 15 or 20 mph for the curves? Mr. Derek Kennedy (Remington Vernick Engineers) said in the memo they did not make any recommendations on signing or striping changes. It was more new temporary applications which is easier. If they need to, they can add curb warning signs or revise the speed limits. We don't have that level of detail in the concept plans right now because they are preliminary. Mr. Shepherd said we can add those if they think it's necessary. As an advisory, we can install those. It's definitely not PennDOT. Mr. Kennedy said the Township has the ability to make those improvements, but you have to follow State guidelines and standards. At some point, the State has the ability to come in and have some say as to if what we are doing is complying with their regulations. For the most part it's local jurisdiction. Ms. Morino said she had hoped to have had a little bit more of a clearer answer. Back in November, the company was tasked with reviewing and coming up with strategies. Ms. Morino said it feels like it's taking so long. It's been 40 years since the very first accident that Ms. Morino can remember. Ms. Morino said she was just pulling out of her driveway tonight and was doing a turn and someone coming from Penn Valley Road didn't want to stop for her to make her turn. Getting out of the driveway is a problem. Having her kids out there is a problem. Ms. Morino said this is why she came here to let everyone know what's going on. When you get the recommendations from Mr. Shepherd and the Engineer, please look at it and think of your own families. Ms. Morino said they have been dealing with this for a long time. Ms. Morino thanked everyone for their time.

**ITEM # 3 CONSIDERATION OF APPROVAL OF CERTIFICATE OF
APPROPRIATENESS – 31 MAIN STREET, FALLSINGTON, TMP –
#13-020-278 – REPLACE EXISTING WOOD FENCE WITH A WOOD
FENCE**

Member Galloway moved to approve the Certificate of Appropriateness for 31 Main Street, Fallsington, TMP # 13-020-278 to replace existing wood fence with a wood fence; Member Loteckie seconded the motion; all board members were in favor. (5-0)

**ITEM # 4 CONSIDERATION OF APPROVAL OF CERTIFICATE OF
APPROPRIATENESS – 9300 NEW FALLS ROAD TMP – #13-020-281
INSTALL SOLAR PANELS ON THE INSIDE OF THE STRUCTURE**

Member Galloway moved to approve the Certificate of Appropriateness for 9300 New Falls

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Road, TMP # 13-020-281 to install solar panels; Member Loteckie seconded the motion; all board members were in favor. (5-0)

ITEM # 5 CONSIDERATION OF APPROVAL OF CHANGE ORDER FOR BERRY AND HOMER FOR THE TOWNSHIP MUNICIPAL BUILDING RENOVATION PROJECT

This change order pertains to additional wiring work related to the sign in front of the municipal building and some wall prep for murals hung in the building. Member Galloway moved to approve the change order for Berry and Homer in the amount of \$3,300 for the Township Municipal Building Renovation Project; Member Loteckie seconded the motion; all board members were in favor. (5-0)

ITEM # 6 CONSIDERATION OF APPROVAL OF BIDS FOR THE ROAD PROGRAM IMPROVEMENT PROJECT

Chairman Dence said the low bidder for the Road Program Improvement Project is J. D. Morrissey in the amount of \$3,386,770.68. Mr. Shepherd said this will put us over a little bit for reconstruction and overlay. We do have an alternate and the amount Chairman Dence read with the alternate would be higher than that. It's going to put us over budget but it's not that much over budget and it's well within the means for the town to pay for it. If the board is interested in moving forward with this, Mr. Shepherd said he would take the recommendation of our engineer Joe Jones. Member Mullen asked what alternate # 1 was for. Mr. Jones said it is for the mill and overlay of Mill Creek Road from Route 13 eastwardly down to the mobile home park. It was an alternate because of budgeting. They were not 100% sure with the volatile asphalt index if there would be enough money to do it, so they put it in as an alternate. Member Galloway moved to approve the bid for the Road Program Improvement Project to James D. Morrissey in the amount of \$3,664,133.12 which includes Alternate # 1; Member Loteckie seconded the motion; all board members were in favor. (5-0)

ITEM # 7 CONSIDERATION OF APPROVAL OF UPDATING NEIGHBORHOOD IDENTIFICATION SIGNS

There was no action on this agenda item.

ITEM # 8 CONSIDERATION OF APPROVAL OF PURCHASE OF POOL CHEMICALS AND SUPPLIES FOR THE PINWOOD POOL THRU BUCKS/MONT AQUATIC CONSORTIUM

Member Galloway moved to approve the purchase of pool chemicals and supplies for the Pinewood Pool from Buckman's Incorporated; Member Loteckie seconded the motion; all board members were in favor. (5 -0)

ITEM # 9 CONSIDERATION OF APPROVAL OF DONATION REQUEST FROM THE AMERICAN LEGION FOR THE 2026 MEMORIAL DAY PARADE

Member Galloway moved to approve the \$6,000 donation request from the American Legion for the 2026 Memorial Day Parade; Member Loteckie seconded the motion; all board members were in favor. (5-0)

ITEM # 10 CONSIDERATION OF APPROVAL OF AUTHORIZATION FOR ADVERTISEMENT AMENDING ORDINANCE FOR CHAPTER 79 – SHADE TREE COMMISSION

There is currently an inactive Shade Tree Commission. Due to a lack of members, the board has discussed and would like to merge the Shade Tree Commission and put their duties under the Environmental Advisory Council. Member Galloway moved to authorize advertisement amending Ordinance for Chapter 79 – Shade Tree Commission; Member Mullen seconded the motion; all board members were in favor. (5-0)

ITEM # 11 CONSIDERATION OF APPROVAL OF FROM REMINGTON & VERNICK ENGINEERS FOR PROPOSAL FOR TRAFFIC ENGINEERING SERVICES SCHOOL ZONES SPEED IMPROVEMENTS & SIGN INVENTORY

Chairman Dence said they have been discussing this for a while. A lot of the school zones in the Township need updating. Mr. Shepherd said this is a good plan. There are a lot of school zones developed over the years with different regulations. They have looked at some things, in addition to the police, and realized that the school zones probably aren't consistent from the standpoint of how they are identified. An analysis will be done of every one of our school zones and they will make standard recommendations and probably come up with three or four different plans for school zones, depending on the type of traffic and the location. We'll be able to use those templates at different locations. This is a really good program to get us up to standard on what we need to do to make sure all of our school zones meet current standards. Member Galloway said he lives adjacent to a school zone and he sees the need. Chairman Dence said they did a really great job at the school zone at Makefield Elementary School. The chevrons to the grids between the lanes and on the sides, you know you're in the school zone. There is no way to mistake it. Member Palmer asked Mr. Shepherd if there is any State grant funding for this project. Mr. Shepherd said not for this project but we might be able to, depending on what the recommendations are, what we need to spend on upgrades, if anything we might be able to look for some grants. Mr. Shepherd said Mr. Kennedy and his firm spent a lot of time with them on various State grants and they are very familiar with them. We do a lot of grant applications for our traffic signal upgrades through his office, which is great as those are big ticket items. Usually, when we're going back to PennDOT it's for a significant amount of money into the hundreds of thousands of dollars. They keep Mr. Shepherd abreast of those programs. Mr. Shepherd

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said this was a little bit smaller. Depending on what comes out of it we might look at a grant for an improvement. Mr. Kennedy said some of the school zones might have flashing operations would fall under some of the single grants that we go after and he thinks it's a little more expensive so there may be opportunities there through PennDOT so they will see what comes out of the work as they develop it. Member Galloway moved to approve the Remington & Vernick Engineers proposal for Traffic Engineering Services School Zones Speed Improvements and Sign Inventory; Member Loteckie seconded the motion; all board members were in favor. (5-0)

ITEM # 12 CONSIDERATION OF APPROVAL OF APPOINTMENT TO THE BOARD OF APPEALS, CABLE ADVISORY BOARD, DISABLED PERSONS ADVISORY BOARD, HISTORICAL ARCHITECTURAL REVIEW BOARD, HISTORIC PRESERVATION COMMISSION, NEIGHBORHOOD TRAFFIC ADVISORY COMMITTEE, PARKS & RECREATION BOARD, PLANNING COMMISSION, POLICE PENSION COMMITTEE, SHADE TREE COMMISSION AND ZONING HEARING BOARD

There was no action on this agenda item.

ITEM # 13 MINUTES – MARCH 23, 2026

Member Galloway moved to approve the minutes for March 23, 2026; Member Loteckie seconded the motion; all board members were in favor. (5-0)

ITEM # 14 ENGINEERS REPORT

Mr. Jones said for the month of March, we had three earth disturbance applications submitted, all residential in nature. No land development applications were submitted. The two new residential earth disturbances were for new homes. One of them at 209 Alden Ave and the other at 140 Fallsington-Tullytown Road. Both projects are under review. The third residential is for a full demolition on Vermont Lane. That one has been approved. All of their updates are in the report.

ITEM # 15 BILL LIST

Member Mullen moved to approve the bill list in the amount of \$2,561,766.35; Member Loteckie seconded the motion; all board members were in favor. (5-0)

ITEM # 16 JONES ENGINEERING ASSOCIATES BILL LIST

Member Galloway moved to approve the Jones Engineering bill list in the amount of \$364,877.75; Member Loteckie seconded the motion; all board members were in favor with the exception of Chairman Dence who abstained from the vote. (4-0-1)

ITEM # 17 MANAGER COMMENT

There was no Manager Comment this evening.

ITEM # 18 BOARD COMMENT

Member Galloway – no comment.

Member Loteckie – no comment.

Member Mullen wanted to acknowledge the Environmental Advisory Council. They have worked with several vacancies over the years and more recently they have full membership. They are enthusiastic and active and it's been very refreshing recently they represented the Township at Middletown's Earth Day celebration. It is usually at the park but because of the rain it was at the Oxford Valley Mall. Member Mullen stopped up there and it was the busiest she has ever seen the mall. There was a lot going on that day and our table was wildly popular. Chip Taylor donated tomato and pepper plants as giveaways but even after those ran out, we had a lot of our members present because they are so enthusiastic. They are eager to assume the Shade Tree Commission responsibilities as well as looking into some other things. They have been doing a lot of good work and she wanted to thank them for it.

Member Palmer – no comment.

Chairman Dence – no comment.

Member Galloway moved to adjourn the meeting; Member Loteckie seconded the motion; all board members were in favor. (5-0) The meeting was adjourned at 6:39 p.m.

Brian Galloway

Brian Galloway, Secretary