

EAST BRANDYWINE TOWNSHIP BOARD OF SUPERVISORS
PM SESSION
February 19, 2026

Those in Attendance:

Francis Taraschi, Chairman
Kyle Scribner, Vice-Chairman
Emily Keller, Supervisor
Luke D. Reven, Township Manager
Noah Stribrny, Asst. Township Manager
Jeff Yankanich, Chief EBTPD
Derrick Claas, Township Roadmaster
Tom Oeste, Township Solicitor
Lisa Taraschi, Township Secretary
PJ Groff, EBTFD

The East Brandywine Township Board of Supervisors meeting of Thursday, February 19, 2026 was called to order at 6:30 PM at the East Brandywine Township Municipal Complex with a Pledge of Allegiance.

Opening of Meeting

Chairman Taraschi opened the meeting by announcing that it is being recorded.

Police Department Promotions

Cpl/Det Cyle Harnish promoted to Sergeant Detective

Chief Yankanich provided the Board and audience with Cpl/Det Harnish's background and accomplishments. Chairman Taraschi swore in the promoted officer.

Officer Tanner Smith promoted to Corporal

Chief Yankanich provided the Board and audience with Officer Smith's background and accomplishments. Chairman Taraschi swore in the promoted officer.

Public Comment on Agenda Items

There was none.

Approval of Minutes

Vice-Chairman Scribner made a motion to approve the meeting minutes from the February 5, 2026, AM session. Supervisor Keller seconded the motion. With all members voting Aye, motion passed 3-0.

Treasurer's Report, Authorization to Pay Bills, and Approve Payroll

Vice-Chairman Scribner made a motion to accept the Treasurer's report, authorize the payment of bills, and approve the payroll. Supervisor Keller seconded the motion. With all members voting Aye, motion passed 3-0.

Reports

Mr. Reven, Township Manager, presented his report to the Board. A copy verbatim et literatim is included in these minutes.

PECO Substation Retirement

PECO has notified the Township of a major infrastructure project associated with the retirement of the Lyndell Substation. I have confirmed that the substation itself is not located in East Brandywine Township; however, portions of the distribution system being rebuilt do run through our community.

The project involves replacing wires, poles, transformers, and related equipment, along with installation of upgraded system protection devices. Within East Brandywine Township, work is expected along Little Washington Road, Corner Ketch Road, Jefferies Road, Great Oak Drive, Silver Fox Lane, Spring Meadow Road, Rolling Glen Lane, Creek Road, Crawford Road, and Reeds Road.

Residents should expect vegetation trimming and possible tree removals beginning in the first quarter of 2026, followed by electrical construction work. The overall project is anticipated to conclude in June 2027. Temporary service interruptions may occur, with advance notice provided by PECO.

For additional detail, I am attaching PECO's January 2026 customer letter and the project map to my report this evening

Workforce and Compensation Study -- Read at Agenda Item VIII(C)

Before you this evening is a proposal from the Meyner Center for the Study of State and Local Government to conduct a Strategic Workforce and Compensation Study for East Brandywine Township. This is not a simple salary survey. As outlined in the proposal, the scope includes an organizational assessment, a review of job descriptions and total compensation practices, benchmarking against comparable municipalities, and development of a structured compensation plan with defined advancement criteria.

Our organization has grown in responsibility, complexity, and expectations over time. As that growth continues, it is appropriate for Staff and the Board to periodically step back and evaluate whether our compensation framework remain aligned with our operational needs and long-term goals.

The Meyner Center's approach includes confidential staff conversations, survey instruments across organizational levels, review of internal equity, and benchmarking of total compensation—not just base salary—against comparable municipalities. That comprehensive, practitioner-based perspective is valuable. While Staff has the professional background and experience to analyze many of these issues internally, there is distinct benefit in having an independent third party conduct this work. An external review provides:

- Objective benchmarking and data validation;
- Confidential avenues for employee input; and

- Credibility and transparency in the development of recommendations.

Importantly, the study will also produce implementation guidance tied to the 2027 budget process, allowing the Board to consider any recommendations in a deliberate and fiscally responsible manner prior to implementation. **The estimated cost range is \$12,000 to \$14,500, based on 95–115 hours of professional services.** This project was anticipated during the 2026 budget process and the Board-approved 2026 budget has \$12,000 allocated for this project.

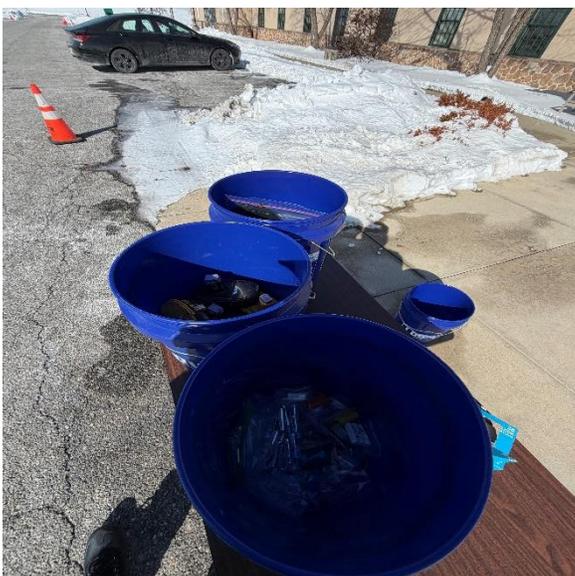
In short, this proposal provides the Board with an opportunity to ensure that East Brandywine Township remains competitive, fair, and sustainable in how we structure and communicate total compensation. It is a proactive step that supports employee retention, recruitment, and long-term operational stability. For those reasons, I recommend the Board authorize me to execute the proposal and to commence the study as outlined.

Mr. Stribny, Assistant Township Manager, presented his report to the Board. A copy verbatim et literatim is included in these minutes.

Lithium Battery Collection Event Recap

The Township recently held its Lithium Battery Collection Event. I would like to thank the Chester County Solid Waste Authority for sponsoring the event and their continued support to put on events like this that provide for recycling and community engagement. I would also like to thank Municipal Authority Administrator Gabby Brown for volunteering her time to assist with the collection.

Overall, we saw over a dozen residents come out to participate and safely dispose of their lithium batteries. After the event, Reworld picked up the batteries and we are currently awaiting their final report which will detail the total pounds of batteries collected.



America 250 Student Art Competition

The East Brandywine Township Historical Commission has officially launched the **America 250 Student Art Competition** in recognition of the upcoming 250th anniversary of the United States. This initiative invites students to create original artwork centered on the theme: **“What Does America Mean to You?”**

The competition is open to students in the Downingtown Area School District as well as students who reside within East Brandywine Township. A total of 12 winners will be selected by the Historical Commission, with three winners from each grade group (K–2, 3–5, 6–8, and 9–12). In addition, a People’s Choice Award will allow residents to vote for their favorite piece among the 12 winning entries, and the Board of Supervisors’ Award will be selected by the Board from those same finalists. The 12 winners will be announced on June 11th, the Board of Supervisor’s Award will be announced at the June 18th PM BOS meeting, and the People’s Choice Award will be announced on June 30th. The Historical Commission is also looking for a venue to hold an Awards Ceremony for the 12 winners. Date, time, and venue are TBD at this time.

Students may submit their artwork by dropping it off at the Township Building, submitting through the Google Form available on the flyer and Township website, or by emailing their submission to noahstibrny@ebrandywine.org

Historical Commission Speaker Series

The Historical Commission will be hosting its first Spring Speaker Series on March 15th at 3:00PM here at the Township Building.

This presentation, called **“Camp Meetings & Chautauquas,”** will explore the Chautauqua movement and its influence across Southeastern Pennsylvania. The presentation will be done by architectural historian Robert Wise, as he will explain the origins of the Chautauqua’s and examine how camp meetings evolved into established seasonal communities that provided affordable summer retreats for families seeking relief from increasingly dense urban environments.

Chairman Taraschi presented the building inspectors report to the Board.

Roadmaster Claas presented his report to the Board. A copy verbatim et literatim is included in these minutes.

Hadfield Road Bridge

As of Monday, February 9th, Hadfield Road Bridge is now open to the public. A final inspection of the bridge concluded on Friday the 13th.

The steel single lane bridge, constructed in 1913 initially had a weight rating of 20 tons. Over years of deterioration the span was reduced to a mere 3-ton weight limit which prevented most vehicles that were not regular passenger cars from passing over. Although considered historic, it was not safe or financially feasible for this county-owned bridge to remain in place or in use. The new bridge now with 2 lanes and no weight restriction was primarily federally funded. The county enabled portions of the old bridge to be used in the

construction of the new one. The stone abutments, cap stone, and original plaque were all used in the reconstruction to help preserve some of the history associated with the original structure.

2010- 12-ton limit	Original Plaque	2026
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Deputy Chief Yankanich presented his report to the Board. A copy verbatim et literatim is included in these minutes.

1. The Police Department is conducting a full evidence room inventory, including verification of all stored items and relabeling them to align with the new barcoding system required for the updated RMS, ensuring accurate tracking, proper chain-of-custody, and a smooth transition to the new Pathfinder platform.
2. The Police Department continues to work through current staffing transitions. We are actively moving candidates through the hiring process to maintain operational stability and ensure adequate coverage. This includes background investigations, scheduling of required testing, and coordination with the Township for next-step approvals.
3. The Department is finalizing adjustments to supervisory responsibilities to ensure alignment between rank, duties, and operational needs. This work supports long-term succession planning and maintains consistent oversight across patrol and investigative functions.

Monthly Statistics: January 2026

Total monthly events for EB	2,505
Investigations completed	183
Criminal Arrests	8
Summary Arrests	6
Warrant Arrests	3

Juvenile Petitions	0
Accidents Investigated	14
Traffic Stops completed	187
Traffic Citation issued	76
Written Warnings Issued	34
Patrol Miles logged	8,733

Training Completed:

The department is in the process of completing mandatory Act 180 training, with approximately 80% of personnel finished as of the date of this report. Full completion is expected by March 1st. Additionally, Officer Fox completed Medical Marijuana Training during the month of January.

EBTFD Fire Marshall PJ Groff presented his report to the Board. He added the FD has been awarded a wellness grant which will allow them to apply for more grants to purchase workout equipment.

Mr. Reven stated that the Township has received a summary of hours for 2025 Tax Credit for the EBTFD volunteers. He informed the Board that the tax bill goes out in March and the refunds for tax credits should be received shortly thereafter.

Minquas Representative Mike Zarro presented his report to the Board.

Old Business

There was none

New Business

Resignation of Calley Wright from Park & Rec Board

Mr. Reven presented the Board with the resignation of Calley Wright adding that Ms. Wright is getting married and moving out of the Township.

Mr. Reven respectfully asked the Board to accept the resignation of Calley Wright from the Parks & Recreation Board. He thanked her for her service to the Township and wished her the best in her future endeavors.

Vice-Chairman Scribner made a motion to accept Ms. Wright's resignation from the Parks & Recreation Board. Supervisor Keller seconded the motion. With all members voting Aye, motion passed 3-0.

Brandywine Walk Escrow Releases Phase 1 Release 2 and Phase 4 Release 1

Mr. Reven informed the Board that the two escrow releases before them have been reviewed by the Township Engineer, Nate Cline. Based on the recommendation of the Township Engineer, he recommended that the Township process Financial Security Release Phase 1 Release #2 in the amount of \$684,122.50. Mr. Oeste stated

that Pennoni is required to certify that portions of the work have been completed. They have done that in the second release but not in Phase 1, Release #2. Mr. Oeste suggested the Board approve subject to receiving a revised letter from Pennoni confirming that portions of work have been completed based on field inspections. Mr. Reven stated the recommended motion at this time is to authorize to process Phase 1 Financial Security Release #2 contingent on receiving a revised recommendation from the engineer that contains the language “based on Field inspections, we hereby certify that portions of work have been completed”. Vice-Chairman Scribner stated so moved. Supervisor Keller seconded the motion. With all members voting Aye, motion passed 3-0.

Chairman Taraschi presented Pennoni letter of Phase 4, Release # 1 to the Board in the amount \$348,385.00. He asked for a motion to approve this release. Vice-Chairman Scribner stated so moved. Supervisor Keller seconded the motion. With all members voting Aye, motion passed 3-0.

Lafayette College Study: Proposal Strategic Workforce & Compensation Study

Mr. Reven read the following from his report: Before you this evening is a proposal from the Meyner Center for the Study of State and Local Government to conduct a Strategic Workforce and Compensation Study for East Brandywine Township. This is not a simple salary survey. As outlined in the proposal, the scope includes an organizational assessment, a review of job descriptions and total compensation practices, benchmarking against comparable municipalities, and development of a structured compensation plan with defined advancement criteria.

Our organization has grown in responsibility, complexity, and expectations over time. As that growth continues, it is appropriate for Staff and the Board to periodically step back and evaluate whether our compensation framework remain aligned with our operational needs and long-term goals.

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- Objective benchmarking and data validation;
- Confidential avenues for employee input; and
- Credibility and transparency in the development of recommendations.

Importantly, the study will also produce implementation guidance tied to the 2027 budget process, allowing the Board to consider any recommendations in a deliberate and fiscally responsible manner prior to implementation. **The estimated cost range is \$12,000 to \$14,500, based on 95–115 hours of professional services.** This project was anticipated during the 2026 budget process and the Board-approved 2026 budget has \$12,000 allocated for this project.

In short, this proposal provides the Board with an opportunity to ensure that East Brandywine Township remains competitive, fair, and sustainable in how we structure and communicate total compensation. It is a proactive step that supports employee retention, recruitment, and long-term operational stability. For those reasons, I recommend the Board authorize me to execute the proposal and to commence the study as outlined.

There was a short discussion regarding this proposal, resulting in the following motion.

Chairman Taraschi asked for a motion to approve the Lafayette College Study: Proposal Strategic Workforce & Compensation Study. Vice-Chairman Scribner made the motion. Supervisor Keller seconded the motion. With all members voting Aye, motion passed 3-0.

Solid Waste Policy Update: Transition to Automated Collection Containers

Mr. Stribrny reviewed with the Board the Township's Trash Collection Readiness Plan. He hopes to get the Board's opinion on the matter as well as to amend the Solid Waste Resolution and Ordinance as they are outdated. Currently, the Township is in year 2 of a 3-year contract with AJ Blosenski. He added, being automation ready is becoming the standard for trash collection, and East Brandywine is currently not there yet. Being automation ready could also produce competitive bidding.

Mr. Stribrny informed the Board that the Township will not purchase automation ready carts for all residents as this is a large municipal capital expense; grants are not available for the purchase of trash carts, and staff has observed that most residents already have automation ready trash carts. In order to achieve these goals, the following major steps are required: Consensus among the Board to support automation process readiness, staff research and data collection to evaluate automation readiness and potential pathways, and resolution and ordinance updates.

After an in-depth discussion, the Board made the following motion. Vice-Chairman Scribner made a motion to approve Noah Stribrny to move forward with automation ready for trash collection. Supervisor Keller seconded the motion. With all members voting Aye, motion passed 3-0.

Subdivision & Zoning Applications

There were none.

Ordinances and Resolutions for Consideration

There were none.

Public Comment on Non-Agenda Items

There was none

Notices

Chairman Taraschi announced that there was an executive session held on February 5th to discuss personnel matters.

Adjournment

Vice-Chairman Scribner made a motion to adjourn at 7:35 PM. Supervisor Keller seconded the motion. With all members voting Aye, motion passed 3-0.

Respectfully submitted,

Lisa Taraschi
Township Secretary