



**WEST VINCENT TOWNSHIP
POLICE DEPARTMENT
May 2025 Monthly Report**



Crime Information

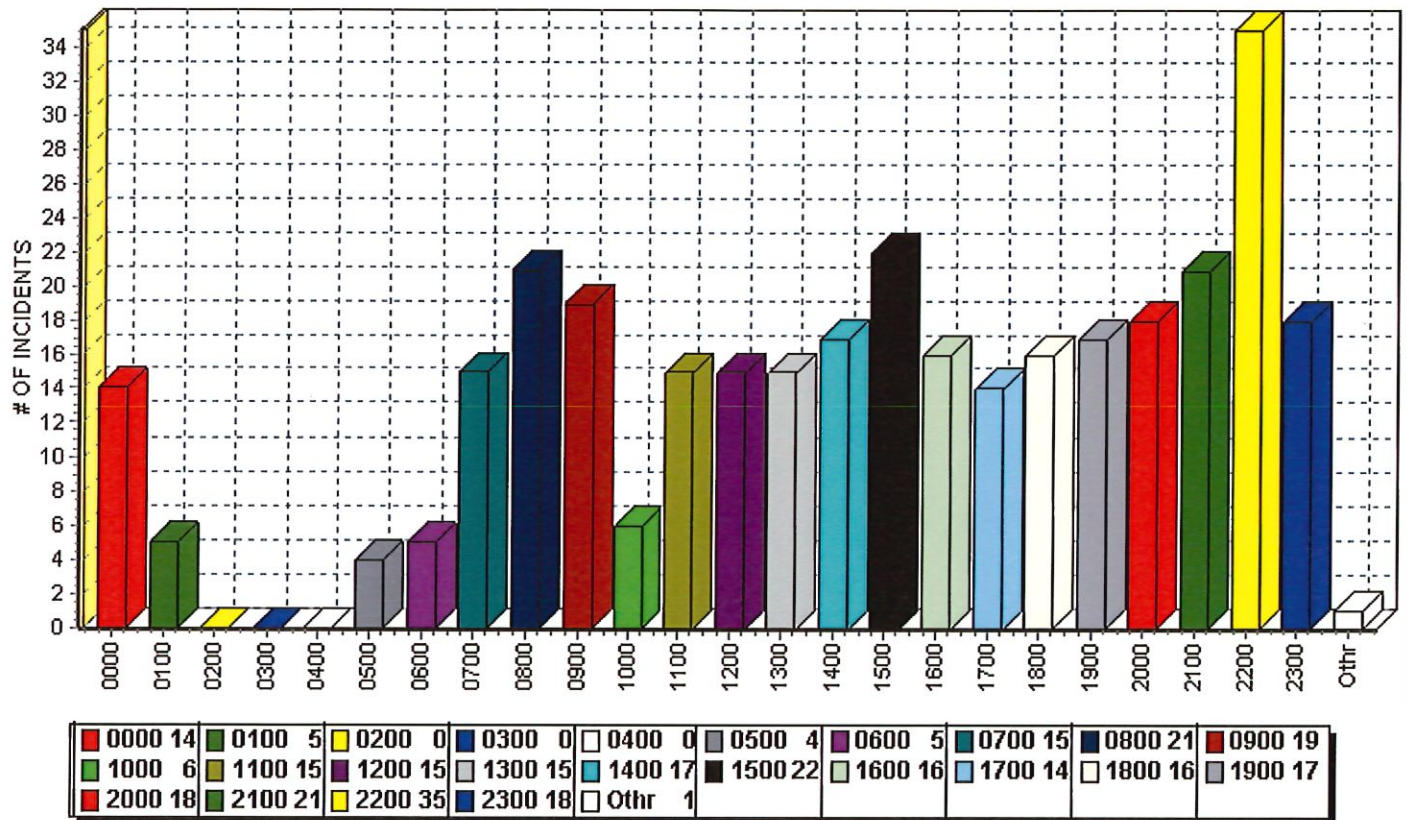
| Part I Offenses | 2025 | 2024 |
|-------------------------------|-------------|-------------|
| Murder | 0 | 0 |
| Rape | 0 | 0 |
| Robbery | 0 | 0 |
| Aggravated Assault | 0 | 0 |
| Burglary | 0 | 0 |
| Theft | 0 | 0 |
| Theft of Vehicle | 0 | 0 |
| Arson | 0 | 0 |
| Total Part I Offenses | 0 | 0 |
| Part II Offenses | 2025 | 2024 |
| Criminal Mischief | 0 | 0 |
| Disorderly Conduct | 0 | 0 |
| DUI | 1 | 0 |
| Drunkenness | 0 | 0 |
| Embezzlement | 0 | 0 |
| Forgery/Counterfeiting | 0 | 0 |
| Fraud | 2 | 0 |
| Gambling | 0 | 0 |
| Harassment | 1 | 0 |
| Liquor Laws | 0 | 0 |
| Drugs/Narcotics | 0 | 0 |
| Other Assaults | 0 | 0 |
| Prostitution | 0 | 0 |
| Receiving Stolen Property | 0 | 0 |
| Sex Offenses | 0 | 0 |
| Trespassing | 0 | 0 |
| Vagrancy | 0 | 0 |
| Underage Drinking | 0 | 0 |
| Weapons Offenses | 0 | 0 |
| Other Offenses | 1 | 1 |
| Total Part II Offenses | 5 | 1 |

Service Activity

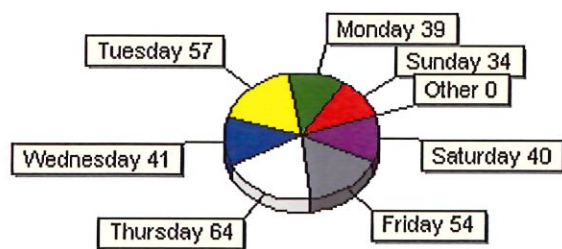
| Service Calls | 2025 | 2024 |
|----------------------|-------------|-------------|
| 911 Hang Ups | 0 | 0 |
| Accidents | 9 | 10 |
| Alarms | 15 | 11 |
| Ambulance Assist | 18 | 16 |
| Animal Complaints | 9 | 6 |
| Business Checks | 30 | 41 |
| Disabled Vehicle | 0 | 1 |
| Disturbances | 2 | 2 |
| DOA (Death) | 0 | 0 |
| Domestic Disturbance | 2 | 1 |
| Fire | 5 | 2 |
| Lost Property | 1 | 0 |
| Missing Persons | 0 | 0 |
| Mutual Assist | 4 | 6 |
| Noise Complaints | 2 | 3 |
| Overdose | 0 | 0 |
| Parking Complaints | 0 | 0 |
| Police Information | 12 | 10 |
| Shots Heard | 1 | 1 |
| Suicide | 0 | 0 |
| Suspicious Condition | 2 | 6 |
| Suspicious Person | 0 | 0 |
| Suspicious Vehicle | 0 | 1 |
| Traffic Hazard | 15 | 6 |
| Traffic Stops | 20 | 32 |
| Vacation Notices | 1 | 0 |
| Warrant | 1 | 0 |
| Well Being Checks | 5 | 5 |

WEST VINCENT TOWNSHIP POLICE DEPARTMENT May 2025 Monthly Report (cont'd)

Incident Frequency by Hour of the Day (Using DATE RECD)

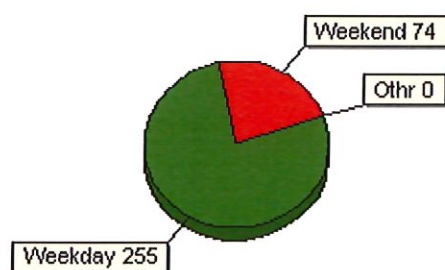


By Day of Week



| | | | |
|----------|---------|-----------|---------|
| Sunday | 10.33 % | Monday | 11.85 % |
| Tuesday | 17.33 % | Wednesday | 12.46 % |
| Thursday | 19.45 % | Friday | 16.41 % |
| Saturday | 12.16 % | Other | 0 % |

Weekday vs Weekend



| | | | |
|---------|---------|---------|---------|
| Weekend | 22.49 % | Weekday | 77.51 % |
| Othr | 0 % | | |

**WEST VINCENT TOWNSHIP
POLICE DEPARTMENT
May 2025 Monthly Report (cont'd)**

TRAINING

Police Defensive Firearms Training

SUMMARY TOTALS

Number of Calls for Service - 180

Number of Crimes Investigated - 5

Number of Arrests – 2

- DUI
- Harassment and Disorderly Conduct

Number of Traffic Stops – 20

Number of Accidents Investigated - 9



Ludwigs Corner Fire Company

Monthly Incident Statistics

Month: **May 2025**

| | | | | | | |
|------------------------------------|-------------------|-----------------------------------|---------------------------------|----------------------------------------|---------------------------------|---------------------------------------|
| Total Calls: <u>61</u> | | Time in SVC: <u>31 Hrs 22 Min</u> | | Total Man Hours: <u>128 Hrs 41 Min</u> | | Volume <u>57.38%</u> |
| West Vincent Township | | | | | | |
| Auto Accident: | <u>2</u> | Total Calls: | <u>35</u> | Time in SVC: | <u>17hrs 40mir</u> | Total Man Hours: <u>68 Hrs 53 Min</u> |
| Building Fire: | <u>2</u> | Accident w/Entrap: | <u>1</u> | Fire Police: | Trash/Debris: <u> </u> | |
| Auto Alarm: | <u>2</u> | Helicopter LZ | <u> </u> | Auto/Truck Fire: | QRS/ALS <u>9</u> | |
| Trees/Wires: | <u>4</u> | CO Alarm: | <u> </u> | Brush/Woods Fire: | QRS/BLS <u>13</u> | |
| | | Other: | <u>2</u> | Notify FM, Elevator Rescue | <u> </u> | |
| Upper Uwchlan Township | | | | | | |
| Auto Accident: | <u> </u> | Total Calls: | <u>18</u> | Time in SVC: | <u>9hrs 11min</u> | Total Man Hours: <u>44 Hrs 13 Min</u> |
| Building Fire: | <u>2</u> | Accident w/Entrap: | <u> </u> | Fire Police: | Trash/Debris: <u> </u> | |
| Auto Alarm: | <u>2</u> | Helicopter LZ | <u> </u> | Auto/Truck Fire: | QRS/ALS <u>6</u> | |
| Trees/Wires: | <u> </u> | CO Alarm: | <u>1</u> | Brush/Woods Fire: | QRS/BLS <u>6</u> | |
| | | Other: | <u>1</u> | Outside Inv | <u> </u> | |
| East Nantmeal Township | | | | | | |
| Auto Accident: | <u>1</u> | Total Calls: | <u>7</u> | Time in SVC: | <u>3hrs 47min</u> | Total Man Hours: <u>11 Hrs 55 Min</u> |
| Building Fire: | <u> </u> | Accident w/Entrap: | <u> </u> | Fire Police: | <u>1</u> | Trash/Debris: <u> </u> |
| Auto Alarm: | <u>1</u> | Helicopter LZ | <u> </u> | Auto/Truck Fire: | QRS/ALS <u>1</u> | |
| Trees/Wires: | <u> </u> | CO Alarm: | <u> </u> | Brush/Woods Fire: | QRS/BLS <u>3</u> | |
| | | Other: | <u> </u> | | <u> </u> | |
| Mutual Aid | | | | | | |
| Auto Accident: | <u> </u> | Total Calls: | <u>1</u> | Time in SVC: | <u>0hrs 44min</u> | Total Man Hours: <u>3 Hrs 40 Min</u> |
| Building Fire: | <u>1</u> | Accident w/Entrap: | <u> </u> | Fire Police: | Trash/Debris: <u> </u> | |
| Auto Alarm: | <u> </u> | Helicopter LZ | <u> </u> | Auto/Truck Fire: | QRS/ALS <u> </u> | |
| Relocate/standby | <u> </u> | CO Alarm: | <u> </u> | Brush/Woods Fire: | QRS/BLS <u> </u> | |
| | | Other: | <u> </u> | | <u> </u> | |
| Average responders per call | | | | | | |
| Automatic alarms for May | | 5.1304 | Average responders per QRS call | | 2.11 | |
| Training Hours | | 5 | Fire Chief, Ross Trego | | <u> </u> | |
| | | 298.5 | | | | |

Kimberton Fire Company

Kimberton, PA

This report was generated on 6/1/2025 3:14:13 PM



Incident Type per Municipality for Date Range

Start Date: 05/01/2025 | End Date: 05/31/2025

| INCIDENT TYPE | # INCIDENTS |
|----------------------------------------------------------|-------------|
| Municipality: CHARLESTOWN (TOWNSHIP OF) | |
| 743 - Smoke detector activation, no fire - unintentional | 2 |
| 745 - Alarm system activation, no fire - unintentional | 1 |
| # Incidents for Charlestown (Township of): | 3 |

| | |
|----------------------------------------------------------|-----------|
| Municipality: EAST PIKELAND (TOWNSHIP OF) | |
| 131 - Passenger vehicle fire | 1 |
| 311 - Medical assist, assist EMS crew | 2 |
| 322 - Motor vehicle accident with injuries | 3 |
| 324 - Motor vehicle accident with no injuries. | 1 |
| 341 - Search for person on land | 1 |
| 351 - Extrication of victim(s) from building/structure | 1 |
| 424 - Carbon monoxide incident | 1 |
| 552 - Police matter | 1 |
| 611 - Dispatched & cancelled en route | 1 |
| 730 - System malfunction, other | 2 |
| 743 - Smoke detector activation, no fire - unintentional | 2 |
| 745 - Alarm system activation, no fire - unintentional | 1 |
| 900 - Special type of incident, other | 4 |
| # Incidents for East Pikeland (Township of): | 21 |

| | |
|---------------------------------------|----------|
| Municipality: PHOENIXVILLE | |
| 311 - Medical assist, assist EMS crew | 1 |
| 611 - Dispatched & cancelled en route | 1 |
| 900 - Special type of incident, other | 1 |
| # Incidents for Phoenixville: | 3 |

| | |
|--------------------------------------------------------|----------|
| Municipality: SCHUYLKILL (TOWNSHIP OF) | |
| 411 - Gasoline or other flammable liquid spill | 1 |
| 611 - Dispatched & cancelled en route | 1 |
| 700 - False alarm or false call, other | 1 |
| 740 - Unintentional transmission of alarm, other | 1 |
| 744 - Detector activation, no fire - unintentional | 1 |
| 745 - Alarm system activation, no fire - unintentional | 1 |
| # Incidents for Schuylkill (Township of): | 6 |

| | |
|--------------------------------------------------|---|
| Municipality: WEST PIKELAND (TOWNSHIP OF) | |
| 322 - Motor vehicle accident with injuries | 1 |
| 611 - Dispatched & cancelled en route | 1 |

MUNICIPALITY data comes from the Basic Info 3 screen of an incident. Only REVIEWED incidents included.



emergencyreporting.com
Doc Id: 849
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| INCIDENT TYPE | # INCIDENTS |
|----------------------------------------------------------|-------------|
| 733 - Smoke detector activation due to malfunction | 1 |
| 743 - Smoke detector activation, no fire - unintentional | 1 |

Incidents for West Pikeland (Township of): 4

| Municipality: WEST VINCENT (TOWNSHIP OF) | |
|--------------------------------------------|---|
| 111 - Building fire | 1 |
| 322 - Motor vehicle accident with injuries | 1 |
| 611 - Dispatched & cancelled en route | 2 |

Incidents for West Vincent (Township of): 4

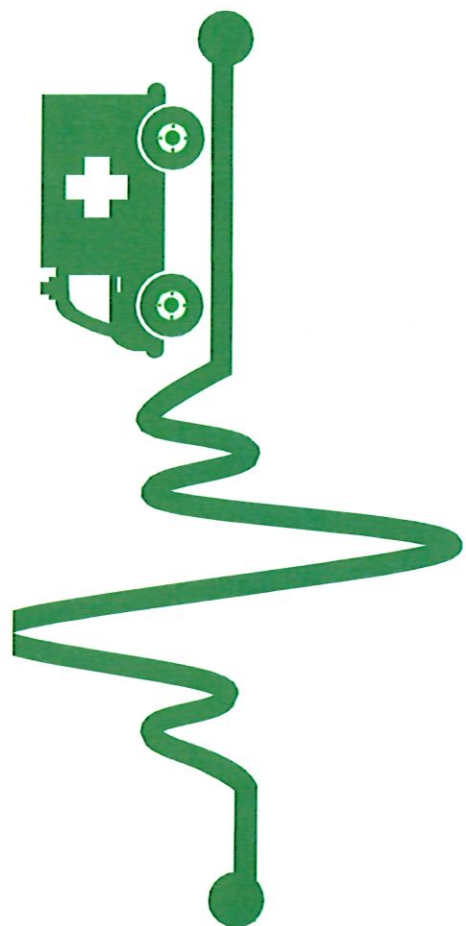
MUNICIPALITY data comes from the Basic Info 3 screen of an incident. Only REVIEWED incidents included.



May 2025



Monthly Operations Report



| | |
|--------------------------|------------------|
| Uwchlan | 685/139 |
| West Whiteland | 765/141 |
| Upper Uwchlan | 202/42 |
| West Pikeland | 63/8 |
| West Vincent | 93/25 |
| Wallace | 30/5 |
| East Nantmeal | 19/2 |
| Charlestown | 9/1 |
| Others not listed | 223/40 |
| Total YTD | 2,089/403 |

Volume by Township YTD/Monthly

RESPONSE TIMES

| Response Times | Main | 187 | 287 |
|-----------------------|------|------|------|
| Dispatch to Enroute | 1.7 | 1.7 | 1.9 |
| Enroute to On Scene | 6.8 | 6.5 | 7.9 |
| On Scene to Transport | 14.6 | 14.5 | 14.6 |
| Transport to Hospital | 18.6 | 14.8 | 12.6 |
| Hospital to Available | 30.7 | 29.6 | 31.6 |
| Total Call Time | 60.3 | 53 | 53.5 |

Call Volume By the Day of the Week



Saturday
13.6%

Friday
18.6%

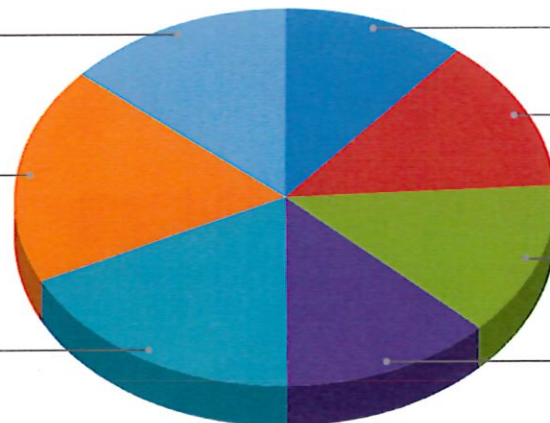
Thursday
17.9%

Sunday
10.9%

Monday
13.2%

Tuesday
13.2%

Wednesday
12.7%

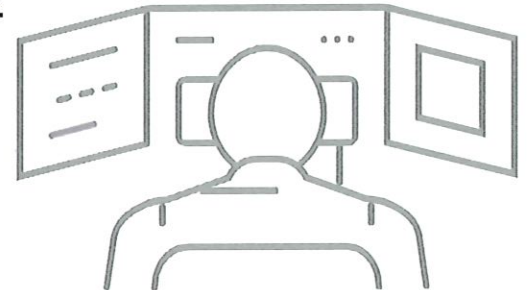
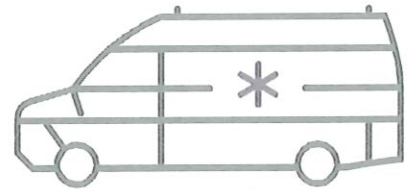


What did we respond to?

| | YTD/ May |
|---------------|-----------|
| Transports | 1,221/279 |
| Refusal | 250/38 |
| Recall | 171 /29 |
| No Services | 126/26 |
| Standy-By's | 33/10 |
| Public Assist | 42/10 |

Most Common Call Types

| | YTD/ May |
|------------------------|----------|
| Fall | 352/68 |
| Sick Person | 280/57 |
| Respiratory Difficulty | 187/32 |
| Heart Problems | 164/25 |
| Emotional Disorder | 146/32 |



Calls by Station Annual/ Monthly.



Main: 846/204

187: 618/175

287: 221/48

Common Call Volume Annual / Monthly.

Exton Senior Living: 51/10

Eagleview Landing: 54/17

MainLine Health Urgent Care: 37/6

Exton Acute Care: 82/10

Arbor Terrace: 64/13

Morning Side House: 32/3

Fieldstone: 27/10

2025 vs. 2024

403 452

2,089 2,181





Contact Us



610.363.1067



www.station87.com



70 W Welsh Pool Rd, Exton

Thank You

for your continued support!

Please reach out with any questions or if you want to see additional data on your coverage area.



West Vincent Township
General Fund
Monthly Expenses & Annual Budget 2025

| | May | June | July | August | September | October | November | December | Total | 2025 Cumulative Jan-April | 2025 Annual Budget | YTD % Of Annual Budget |
|-------------------------------------------|-------------------|------|------|--------|-----------|---------|----------|----------|---------------------|---------------------------------|-----------------------|---------------------------|
| INCOME | | | | | | | | | | | | |
| Sale of Public Works Vehicle or Equipment | 481.00 | | | | | | | | 481.00 | 0.00 | 0.00 | 0% |
| Sale of Police Vehicle or Equipment | 575.00 | | | | | | | | 575.00 | 0.00 | 0.00 | 0% |
| Real Estate Tax | 336,746.04 | | | | | | | | 614,072.57 | 277,326.53 | 1,237,500.00 | 50% |
| Earned Income Tax | 479,862.18 | | | | | | | | 1,186,737.91 | 706,875.73 | 2,600,000.00 | 46% |
| Other (Transfer Tax) | 24,029.60 | | | | | | | | 329,054.00 | 305,024.40 | 220,000.00 | 150% |
| Licenses & Permits | 26,646.80 | | | | | | | | 63,753.60 | 37,106.80 | 61,850.00 | 103% |
| Fines & Forfeitures | 927.29 | | | | | | | | 2,070.79 | 1,143.50 | 9,500.00 | 22% |
| Interest Rents & Royalties | 8,329.40 | | | | | | | | 37,425.91 | 29,096.51 | 56,500.00 | 66% |
| Shared Revenue | 4,404.02 | | | | | | | | 4,804.02 | 400.00 | 241,265.76 | 2% |
| General Gov. Revenue | 6,000.00 | | | | | | | | 6,000.00 | 0.00 | 44,000.00 | 14% |
| Public Safety | 27,471.04 | | | | | | | | 117,992.48 | 90,521.44 | 138,250.00 | 85% |
| Local Gov Units | 0.00 | | | | | | | | 0.00 | 0.00 | 8,000.00 | 0% |
| Charges for Services | 0.00 | | | | | | | | 6,650.00 | 6,650.00 | 0.00 | 0% |
| Culture & Recreation | 35.00 | | | | | | | | 3,430.00 | 3,395.00 | 5,300.00 | 65% |
| Misc. Unclassified Revenues | 2,401.95 | | | | | | | | 27,007.76 | 24,605.81 | 0.00 | 0% |
| Failed Inspection Fee | 0.00 | | | | | | | | 350.00 | 350.00 | 1,000.00 | 35% |
| Other Reimbursed Expenses | 0.00 | | | | | | | | 0.00 | 0.00 | 0.00 | 0% |
| Total Income | 917,909.32 | | | | | | | | 2,400,405.04 | 1,482,495.72 | 4,623,165.76 | |
| EXPENSES | | | | | | | | | | | | |
| Employer Contribution- Pension | 0.00 | | | | | | | | 0.00 | 0.00 | 50,000.00 | 0% |
| Supervisors | 0.00 | | | | | | | | 0.00 | 0.00 | 8,225.00 | 0% |
| Manager | 17,202.32 | | | | | | | | 90,647.91 | 73,445.59 | 172,500.00 | 53% |
| Treasurer | 12,450.00 | | | | | | | | 40,005.00 | 27,555.00 | 88,400.00 | 45% |
| Tax Collection | 196.65 | | | | | | | | 6,080.05 | 5,883.40 | 8,000.00 | 76% |
| Financial Services | 0.00 | | | | | | | | 0.00 | 0.00 | 15,000.00 | 0% |
| Legal Services | 7,022.00 | | | | | | | | 38,053.00 | 31,031.00 | 85,000.00 | 45% |
| Secretary | 9,871.83 | | | | | | | | 56,258.29 | 46,386.46 | 126,967.00 | 44% |
| General Gov. Admin | 14,301.07 | | | | | | | | 41,230.29 | 26,929.22 | 105,700.00 | 39% |
| Data Processing | 6,445.12 | | | | | | | | 33,394.85 | 26,949.73 | 53,000.00 | 63% |
| Engineering Services | 14,778.71 | | | | | | | | 115,767.18 | 100,988.47 | 220,000.00 | 53% |
| Building & Plant | 6,252.59 | | | | | | | | 36,215.65 | 29,963.06 | 129,800.00 | 28% |
| Police | 118,797.42 | | | | | | | | 706,624.66 | 587,827.24 | 1,685,940.00 | 42% |
| Fire Company | 2,856.00 | | | | | | | | 4,582.00 | 1,726.00 | 229,439.00 | 2% |
| Code Enforcement | 8,028.85 | | | | | | | | 97,856.83 | 89,827.98 | 201,650.00 | 49% |
| Planning & Zoning | 3,547.63 | | | | | | | | 20,466.44 | 16,918.81 | 130,600.00 | 16% |
| Emergency Management | 627.16 | | | | | | | | 1,242.94 | 615.78 | 1,610.00 | 77% |
| Health & Human Services(Animal Control) | 481.91 | | | | | | | | 1,266.78 | 784.87 | 6,790.00 | 19% |

| | | | | | |
|-----------------------------------|-------------------|---------------------|---------------------|---------------------|------|
| Public Works -Highway Maintenance | 64,620.25 | 388,760.78 | 324,140.53 | 855,556.00 | 45% |
| Culture & Recreation | (1,283.63) | 7,101.95 | 8,385.58 | 36,150.00 | 20% |
| Community Development | (665.22) | 2,301.74 | 2,966.96 | 17,450.00 | 13% |
| Debt Principle | 0.00 | 0.00 | 0.00 | 197,000.00 | 0% |
| Debt Interest | 2,379.50 | 11,897.50 | 9,518.00 | 8,417.00 | 141% |
| Insurance | 7,620.97 | 79,845.03 | 72,224.06 | 111,500.00 | 72% |
| Unclassified Operating Expense | 14,289.49 | 19,299.49 | 5,010.00 | 0.00 | |
| Misc. Expenses | 0.00 | 0.00 | 0.00 | 0.00 | |
| Transfer to Capital Equity Fund | 0.00 | 0.00 | 0.00 | 0.00 | |
| Reconciliation Discrepancies | 0.00 | 0.00 | 0.00 | 0.00 | |
| Total Expenses | 309,820.62 | 1,798,898.36 | 1,489,077.74 | 4,544,694.00 | |

NET INCOME/(LOSS) 608,088.70 601,506.68

West Vincent Township
Open Space
Monthly Expenses & Annual Budget 2025

| | May | June | July | August | September | October | November | December | Total | 2025 Cumulative Jan-April | 2025 Annual Budget | YTD % Of Annual Budget |
|-------------------------------|-------------------|------|------|--------|-----------|---------|----------|----------|-------------------|---------------------------------|-----------------------|---------------------------|
| INCOME | | | | | | | | | | | | |
| Misc. Prior Year | | | | | | | | | | | | |
| Earned Income Tax | 225,810.25 | | | | | | | | 579,312.82 | 353,502.57 | 1,200,000.00 | 48% |
| Interest | 17,234.05 | | | | | | | | 83,042.07 | 65,808.02 | 170,000.00 | 49% |
| Interest Rent & Royalties | | | | | | | | | | | | |
| Total Income | 243,044.30 | | | | | | | | 662,354.89 | 419,310.59 | 1,370,000.00 | |
| EXPENSES | | | | | | | | | | | | |
| Legal Fees | 0.00 | | | | | | | | 72,710.00 | 72,710.00 | 0.00 | |
| Contracted Services | 0.00 | | | | | | | | 2,400.00 | 2,400.00 | 10,000.00 | 24% |
| Revenue Bond & Note Interest | 63.38 | | | | | | | | 507.04 | 443.66 | 20,759.00 | 2% |
| Revenue Bond & Note Principle | 0.00 | | | | | | | | 101,000.00 | 101,000.00 | 269,000.00 | 38% |
| Maintenance | 0.00 | | | | | | | | 0.00 | 0.00 | 40,000.00 | 0% |
| Open Space Acquisitions | 97,306.42 | | | | | | | | 99,706.42 | 2,400.00 | 1,200,000.00 | 8% |
| Total Expenses | 97,369.80 | | | | | | | | 276,323.46 | 178,953.66 | 1,539,759.00 | |

NET INCOME/(LOSS)

145,674.50

386,031.43

West Vincent Township
Liquid Fuel Tax
Monthly Expenses & Annual Budget 2025

| | May | June | July | August | September | October | November | December | Total YTD | 2025 Cumulative Jan-April | 2025 Annual Budget | YTD % Of Annual Budget |
|--------------------------|----------|------|------|--------|-----------|---------|----------|----------|--------------|---------------------------------|-----------------------|---------------------------|
| INCOME | | | | | | | | | | | | |
| Liquid Fuel Tax | 0.00 | | | | | | | | 282,822.04 | 282,822.04 | 240,000.00 | 118% |
| Liquid Fuel Interest | 2,426.93 | | | | | | | | 8,595.16 | 6,168.23 | 10,000.00 | 86% |
| Total Income | 2,426.93 | | | | | | | | 291,417.20 | 288,990.27 | 250,000.00 | |
| EXPENSES | | | | | | | | | | | | |
| Bank Service Charges | 0.00 | | | | | | | | 0.00 | 0.00 | 0.00 | |
| Road Repair | 0.00 | | | | | | | | 0.00 | 0.00 | 350,000.00 | 0% |
| Traffic Control | 0.00 | | | | | | | | 0.00 | 0.00 | 500.00 | 0% |
| Materials | 0.00 | | | | | | | | 0.00 | 0.00 | 10,000.00 | 0% |
| Total Expenses | 0.00 | | | | | | | | 0.00 | 0.00 | 360,500.00 | |
| NET INCOME/(LOSS) | 2,426.93 | | | | | | | | 291,417.20 | | | |

| | January | February | March | April | May | June | July | August | September | October | November | December | YTD | Cumulative Jan-April | Annual Budget |
|-------------------------------|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|--------|----------------------|---------------|
| INCOME | | | | | | | | | | | | | | | |
| Interest | 102.33 | | | | | | | | | | | | 508.76 | 406.43 | 0.00 |
| Total Income | 102.33 | | | | | | | | | | | | 508.76 | 406.43 | 0.00 |
| EXPENSES | | | | | | | | | | | | | | | |
| CCS Pump & Haul Reimbursement | 0.00 | | | | | | | | | | | | 0.00 | 0.00 | 0.00 |
| Other | 0.00 | | | | | | | | | | | | 0.00 | 0.00 | 0.00 |
| Total Expenses | 0.00 | | | | | | | | | | | | 0.00 | 0.00 | 0.00 |
| NET INCOME/(LOSS) | 102.33 | | | | | | | | | | | | 508.76 | | |

West Vincent Township
Capital Road Funds
Monthly Expenses & Annual Budget 2025

| | May | June | July | August | September | October | November | December | Total YTD | 2025 Cumulative Jan-April | 2025 Annual Budget | YTD % Of Annual Budget |
|----------------------------------|----------|------|------|--------|-----------|---------|----------|----------|--------------|---------------------------------|-----------------------|---------------------------|
| INCOME | | | | | | | | | | | | |
| Escrow Stormwater | 0.00 | | | | | | | | 39,000.00 | 39,000.00 | 0.00 | |
| Interest | 3,450.00 | | | | | | | | 15,364.28 | 11,914.28 | 80,000.00 | 19% |
| Refund from Prior Year | | | | | | | | | | | 0.00 | |
| Total Income | 3,450.00 | | | | | | | | 54,364.28 | 50,914.28 | 80,000.00 | |
| EXPENSES | | | | | | | | | | | | |
| Engineering Services | 0.00 | | | | | | | | 0.00 | 0.00 | 0.00 | |
| Contract Projects | 0.00 | | | | | | | | 0.00 | 0.00 | 0.00 | |
| Repairs to Roads & Bridges Other | 0.00 | | | | | | | | 0.00 | 0.00 | 975,000.00 | 0% |
| Total Expenses | 0.00 | | | | | | | | 0.00 | 0.00 | 975,000.00 | |
| NET INCOME/(LOSS) | 3,450.00 | | | | | | | | 54,364.28 | | | |

West Vincent Township
Capital Projects Fund
Monthly Expenses & Annual Budget 2025

| | May | June | July | August | September | October | November | December | Total | 2025 Cumulative Jan-April | 2025 Annual Budget | YTD % Of Annual Budget |
|--------------------------------|----------|------|------|--------|-----------|---------|----------|----------|-----------|---------------------------------|-----------------------|---------------------------|
| INCOME | | | | | | | | | | | | |
| Interest | 8,568.48 | | | | | | | | 42,508.22 | 33,939.74 | 100,000.00 | 43% |
| State Grant | 0.00 | | | | | | | | 0.00 | 0.00 | 0.00 | |
| Transfer from General Fund | 0.00 | | | | | | | | 0.00 | 0.00 | 0.00 | |
| Bond Proceeds | 0.00 | | | | | | | | 0.00 | 0.00 | 0.00 | |
| Total Income | 8,568.48 | | | | | | | | 42,508.22 | 33,939.74 | 100,000.00 | |
| EXPENSES | | | | | | | | | | | | |
| Park Sign Design | 0.00 | | | | | | | | 0.00 | 0.00 | 0.00 | |
| Contracted Services | 0.00 | | | | | | | | 1,095.00 | 1,095.00 | 0.00 | |
| Improvements | 0.00 | | | | | | | | 0.00 | 0.00 | 1,000,000.00 | 0% |
| Repairs & Maintenance Services | 7,119.00 | | | | | | | | 7,119.00 | 0.00 | 0.00 | |
| Engineering Services | 0.00 | | | | | | | | 0.00 | 0.00 | 0.00 | |
| Total Expenses | 7,119.00 | | | | | | | | 8,214.00 | 1,095.00 | 1,000,000.00 | |
| NET INCOME/(LOSS) | 1,449.48 | | | | | | | | 34,294.22 | | | |

West Vincent Township
Capital Equipment Fund
Monthly Expenses & Annual Budget 2025

| | May | June | July | August | September | October | November | December | Total | 2025 Cumulative Jan-April | 2025 Annual Budget | YTD % Of Annual Budget |
|-----------------------------------|--------|------|------|--------|-----------|---------|----------|----------|------------|---------------------------------|-----------------------|---------------------------|
| INCOME | | | | | | | | | | | | |
| Interest | 244.60 | | | | | | | | 3,598.64 | 3,354.04 | 2,000.00 | 180% |
| Sale of Fixed Assets | 0.00 | | | | | | | | 0.00 | 0.00 | | |
| Unclassified Revenue | 0.00 | | | | | | | | 0.00 | 0.00 | 100,000.00 | 0% |
| Total Income | 244.60 | | | | | | | | 3,598.64 | 3,354.04 | 102,000.00 | |
| EXPENSES | | | | | | | | | | | | |
| Office Supplies | 0.00 | | | | | | | | 0.00 | 0.00 | | |
| Bank Service Charges | 0.00 | | | | | | | | 0.00 | 0.00 | | |
| Data Processing Cap Purchase | 0.00 | | | | | | | | 0.00 | 0.00 | | |
| Computers | 0.00 | | | | | | | | 0.00 | 0.00 | | |
| Software & Training | 0.00 | | | | | | | | 0.00 | 0.00 | | |
| Police Vehicles | 0.00 | | | | | | | | 52,633.74 | 52,633.74 | 150,000.00 | 35% |
| Police Minor Equipment | 0.00 | | | | | | | | 0.00 | 0.00 | | |
| Public Works Vehicles & Machinery | 0.00 | | | | | | | | 143,015.00 | 143,015.00 | | |
| Public Works Minor Equipment | 0.00 | | | | | | | | 0.00 | 0.00 | | |
| Capital Purchases - Machinery | 0.00 | | | | | | | | 0.00 | 0.00 | | |
| Total Expenses | 0.00 | | | | | | | | 195,648.74 | 195,648.74 | 150,000.00 | |

NET INCOME/(LOSS)

244.60

(192,294.70)

Monthly Expenses & Annual Budget 2025

[illegible]

West Vincent Township
Citidel
Monthly Expenses & Annual Budget 2025

| | May | June | July | August | September | October | November | December | Total YTD | 2025 Cumulative Jan-April | 2025 Annual Budget |
|----------------------------|----------|------|------|--------|-----------|---------|----------|----------|-----------------|---------------------------------|-----------------------|
| INCOME | | | | | | | | | | | |
| Credit Card Payment Income | 1,310.16 | | | | | | | | 6,238.60 | 4,928.44 | 0.00 |
| Total Income | 1,310.16 | | | | | | | | 6,238.60 | 4,928.44 | 0.00 |
| EXPENSES | | | | | | | | | | | |
| Transfer to General Fund | 0.00 | | | | | | | | 0.00 | 0.00 | 0.00 |
| Service Fees | 100.68 | | | | | | | | 911.27 | 810.59 | 0.00 |
| Total Expenses | 100.68 | | | | | | | | 911.27 | 911.27 | 0.00 |
| NET INCOME/(LOSS) | 1,209.48 | | | | | | | | 5,327.33 | | |



PUBLIC WORKS DEPARTMENT REPORT

May 2025

DAILY ACTIVITIES RELATED TO STANDARD OPERATIONS:

- Identifying, locating, responding to PA One Call locate requests
- Pre-trip inspections for all vehicles and equipment
- Responding to various resident concerns when identified

WORK COMPLETED:

- Buttonwood bridge-overweight truck/ barricades
- Public Works vehicle maintenance
- Roadside clean up
- Clear ditches, swales and inlets
- Roadside mowing
- Boom mowing
- Park mowing
- Trimming around signs and guiderail
- Vehicle maintenance/ Pa state inspections
- Grading of gravel roads
- Police vehicle maintenance
- Clearing of trails
- Saw cut patches
- Trimming trees
- Remove underground tank at Griffith's
- Clean up shop/ recycle



BUILDING & ZONING DEPARTMENT

May 2025

Building/Zoning Permits

- 15 Building Permits – Fees taken in: \$15,416.63
- 7 Zoning Permits/Reviews – Fees taken in: \$2,100.00

Subdivision Land Development

- Pothouse Kimberton LLC – BOS Approved
- 1414 Birchrun Road LLC – Preliminary/Final Plan Approval

Zoning Hearing Board – Solicitor Rob Jefferson IV

- Frech - 1404 S. Beaver Hill Rd. 6/3/25

**WEST VINCENT TOWNSHIP BOARD OF SUPERVISORS
TOWNSHIP BUILDING
729 SAINT MATTHEWS ROAD, CHESTER SPRINGS, PA
MONDAY, MAY 19, 2025, 7:00PM**

CALL TO ORDER by Chair Alan at 7:00pm.

ATTENDANCE

| | |
|---------------------------|-----|
| Dana Alan, Chair | [X] |
| Bernie Couris, Vice Chair | [X] |
| Jim Wendelgass | [X] |

ANNOUNCEMENTS & INFORMATIONAL ITEMS

- Chair Alan announced the Board of Supervisors met in Executive Session on May 15 to discuss a matter of potential litigation, in specific the Pothouse-Kimberton CUA; a matter of potential litigation, in specific the Butterscotch Café CUA; matters of personnel, in specific police arbitration, and a potential disciplinary action; and, a matter of personnel, in specific non-uniform employee job responsibilities.
- Chair Alan announced the Board of Supervisors met in Executive Session prior to this evening's meeting to discuss at matter of personnel, in specific police.
- Chair Alan comment on the West Vincent Township Spring & Summer Newsletter, and on a Sheeder Hall Bridge commemoration event.
- This evening's meeting was recorded for rebroadcast.

REPORTS

- Sergeant Austin Russell provided an overview of Police Department activities during the prior month. Jamie McVickar, West Vincent Township, commented on traffic stop and business check counts.
- Jeff Kimes, Ludwig's Corner Fire Company Deputy Chief, provided an overview of Fire Company activities during the prior month.
- Jay Pollinger, Kimberton Fire Company Chief, provided an overview of Fire Company activities during the prior month.
- Written reports were provided for previous month activities for EMS, the Finance Department, the Public Works Department, and the Building & Zoning Department.
- John Eldridge, West Vincent Township, commented on the Finance Department Report, Public Works vehicle purchase, and a trail improvement project.
- George Dulchinos, West Vincent Township, commented on the Finance Director position.

ACTION ITEMS

meeting minutes – Mr. Couris made a motion to approve the April 30, 2025 Meeting minutes, as presented. The motion was seconded by Mr. Wendelgass.

There was no public comment.

By unanimous vote the motion was approved.

Pothouse Kimberton LLC Conditional Use Order – Mr. Couris made a motion to approve a Conditional Use Order for Pothouse Kimberton LLC, as presented. The motion was seconded by Mr. Wendelgass.

There was no public comment.

By unanimous vote the motion was approved.

Public Hearing – At 7:13pm David Onorato, Township Solicitor, opened a Public Hearing to consider Ordinance 214-2025, as to open burning regulations. Mr. Onorato provided an overview of the proposed ordinance.

Mr. Dulchinos commented on recycling performance grant requirements.

Chief Kimes commented on advance notice for proposed open burns.

Mr. McVickar commented on yard waste burning regulations and open burn conditions.

Chief Pollinger commented on open burn enforcement.

There being no additional public comment, Mr. Onorato closed the Public Hearing at 7:23pm.

Ordinance 215-2025 – Board of Supervisors consensus was to table ordinance consideration to a future meeting.

Public Hearing – At 7:24pm Mr. Onorato opened a Public Hearing to consider Ordinance 215-2025, as to stop intersections. Mr. Onorato provided an overview of the proposed ordinance.

Stef Lindquist, West Vincent Township, commented on the Kennard Way gate removal, Kennard way gate documentation, and the Kennard Way gate removal process.

Katherine Whitmore, West Vincent Township, commented on the Kennard Way gate removal.

Rosealie Filling, West Vincent Township, commented on the Kennard Way gate removal, and on the stop sign posting at Veronica Drive and Kennard Way.

Christine Whaley, West Vincent Township, commented on the Kennard Way gate removal, public safety, the stop sign posting at Veronica Drive and Kennard Way, and the proposed ordinance to establish two stop intersections.

There being no additional public comment, Mr. Onorato closed the Public Hearing at 7:37pm.

Ordinance 215-2025 – Mr. Couris made a motion to adopt Ordinance 215-2025, to establish stop intersections. The motion was seconded by Mr. Wendelgass.

Ms. Whitmore commented on Board of Supervisors consideration of the proposed ordinance.

Craig Karkoska, West Vincent Township, commented on gate removal process and on stop sign installation coordination.

Ms. Linquist commented on tabling the motion to approve.

Ms. Filling commented on the Kennard Way gate removal process and public safety.

Mr. Karkoska commented on resident concern regarding the Kennard Way gate removal process.

Mr. McVickar commented on Board of Supervisor consideration.

Tom Ferro, West Vincent Township, commented on the Kennard Way gate and stop sign installation.

By unanimous vote the motion was approved.

Resolution 10-2025 – Mr. Couris made a motion to adopt Resolution 10-2025, to grant Final Subdivision Plan Approval for 1414 Birchrun Road, LLC, a lot line change at Birchrun Road. The motion was seconded by Mr. Wendelgass.

There was no public comment.

By unanimous vote the motion was approved.

Resolution 11-2025 – Mr. Couris made a motion to adopt Resolution 11-2025, to recommend the Board of Geographic Names for the United States Geological Survey to approve the name "Anna Run" as the official name for a certain unnamed tributary to the Beaver Run. The motion was seconded by Mr. Wendelgass.

There was no public comment.

By unanimous vote the motion was approved.

Resolution 12-2025 – Mr. Couris made a motion to adopt Resolution 12-2025, to authorize submission of a grant application to the Statewide Local Share Account Grant Program. The motion was seconded by Mr. Wendelgass.

There was no public comment.

By unanimous vote the motion was approved.

four-way stop warrant study – Mr. Couris made a motion to authorize the Township Manager to request the Pennsylvania Department of Transportation to conduct a four-way stop warrant analysis at School House Lane and Flowing Springs Road. The motion was seconded by Mr. Wendelgass.

Mr. Dulchinos commented on driveway access and on the intersection of School House Lane and Hollow Road. Julia Braendel, West Vincent Township, commented on installing a mirror at the intersection of School House Road and Flowing Springs Road. Ken Alan, West Vincent Township, commented on installing a mirror at the intersection of School House Road and Flowing Springs Road.

By unanimous vote the motion was approved.

Deputy Zoning Officer appointment – Mr. Couris made a motion to appoint Jason Barron as Deputy Zoning Officer. The motion was seconded by Mr. Wendelgass.

There was no public comment.

By unanimous vote the motion was approved.

Human Relations Commission meeting schedule – Mr. Couris made a motion to approve the Human Relations Commission meeting on a quarterly basis to discuss and provide education, outreach, and training.

There was no public comment.

By unanimous vote the motion was approved.

expenditure approval & ratification – Mr. Couris made a motion to motion to ratify (a) employee payroll dated May 19, for the pay period May 4 to May 17; (b) General Fund list of bills, dated April 21 to May 15, as presented; (c) Open Space Reserve Fund list of bills, dated April 21 to May 15, as presented; (d) Capital Road Fund list of bills, dated April 21 to May 15, as presented; (e) Capital Project Reserve Fund list of bills, dated April 21 to May 15, as presented; and, (f) Escrow Fund list of bills, dated April 21 to May 15, as presented. The motion was seconded by Mr. Wendelgass.

Mr. Dulchinos commented on the bill list format.

By unanimous vote the motion was approved.

NEW BUSINESS

- There was no new business considered at this evening's meeting.

OLD BUSINESS

- There was no old business considered at this evening's meeting.

PUBLIC COMMENT, NON-AGENDA ITEMS

- Ms. Braedndel commented on PECO tree trimming and removal operations.
- Ms. Linquist commented on Kennard Way gate removal and next considerations.

- Mr. McVickar commented on Kennard Way gate removal and next considerations, open burn ordinance public notice, meeting minutes, and financial reporting.
- Ms. Wentworth commented on the Kennard Way gate removal and public safety.
- Mr. Ferro commented on commented on the Kennard Way gate removal process.
- Ms. Wentworth commented on the Kennard Way gate removal process.
- Ms. Braedndel commented on the Kennard Way gate and stop sign installation.

ANNOUNCEMENTS

- Chair Alan announced the Board of Supervisors will next meet on Wednesday, June 16, at 7:00pm, at the Township Building.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:28pm.

Respectfully Submitted:

Tommy Ryan
Township Manager

MEMO

from: Tommy Ryan
date: June 6, 2025
re: **Public Hearing**

At its meeting on June 16 the Board of Supervisors will conduct a Public Hearing to solicit comments on cable operator Verizon performance to date, and to and identify any cable-related needs in the community. Federal Law requires this Public Hearing to be conducted in conjunction with the Township's consideration of renewing a Franchise Agreement with Verizon.

ORDINANCE NO. 216-2025

AN ORDINANCE TO REVISE AND ESTABLISH ILLUMINATED AND DIGITAL SIGN REGULATIONS

WHEREAS, from time to time, revisions to the Code of the Township of West Vincent are required so to aid the Township in its efforts to advance the overall public health, safety, and welfare of the community;

NOW, THEREFORE, the Board of Supervisors of West Vincent Township, Chester County, Pennsylvania, hereby ordains and enacts as follows:

SECTION I

The Code of the Township of West Vincent, Article XXI Chapter 390, Section 129, Signs in Commercial, Industrial and Municipal Districts, paragraph E, shall be deleted and replaced with the following:

E. – Illuminated Signs

1. Illuminated signs shall be permitted as a conditional use.
2. Illuminated signs are permitted for nonresidential uses only.
3. Illuminated signs shall be illuminated with steady, stationary, shielded light sources directed solely onto the signs without causing glare. There shall be no illumination of a flashing or intermittent type, except as permitted for digital signs per §390-131.G below.
4. Lighting from illuminated signs shall not shine directly upon adjacent properties and/or within the normal line of vision of pedestrians or motorists using streets or sidewalks within public rights-of-way.
5. Lighting shall be shielded so that the source of light shall not be visible from any point off the lot on which the sign is located, except for digital signs as permitted by this section.
6. Back-Lit illuminated signs shall employ either translucent materials or backlighting only, and provided the lighting source complies with all other requirements of this chapter. Illumination shall be permitted for individual or groups of letters on a sign face or individual internally illuminated letters or backlit letters, but the backlighting of an entire sign face shall not be permitted.
7. No sign may be erected with exposed electrical wires.
8. Strings of bulbs are not permitted, except as part of a holiday celebration or temporary seasonal decorations.
9. No artificial light or reflecting device shall be used as a part of a sign where such light or device interferes with, competes for attention with, or may be mistaken for a traffic signal.
10. Neon window signs may be permitted in cases where they are custom designed to be compatible with the building's historic and/or architectural character and exterior color.
11. All signs shall comply with the applicable requirements of adopted construction codes in effect at the time of installation.
12. In addition to the regulations of this section, illuminated signs shall comply with all applicable provisions of Code of the Township of West Vincent.

SECTION II

The Code of the Township of West Vincent, Article XXI, Chapter 390, Section 129, Signs in Commercial, Industrial and Municipal Districts, shall be amended to add paragraph G.

G. – Digital Signs

1. Digital signs shall be permitted as a special exception use in the PC/LI Planned Commercial/Limited Industrial District and in the LVCC Ludwigs Village Center Commercial District only.
2. Digital signs are permitted for nonresidential uses only.
3. Displayed messages shall be visible for a minimum of eight (8) seconds.
4. A change in displayed message shall occur within one second.
5. No visual scrolling, movement, fading, or dissolving is permitted, and messages shall not overlap.
6. The sign shall be equipped with automatic day/night dimming to reduce the illumination intensity of the sign from one hour after sunset to one hour prior to sunrise.
7. The sign shall be equipped with an automatic shutoff in case of failure or error that would result in the sign projecting a full-intensity all-white image for an extended period of time.
8. The use of animation, sound, and/or full-motion video is prohibited.
9. All signs shall comply with the applicable requirements of adopted construction and electrical codes in effect at the time of installation.
10. In addition to the regulations of this section, digital signs shall comply with all applicable provisions of Code of the Township of West Vincent.

SECTION III

The Code of the Township of West Vincent, Chapter 390, Article XXI, Signs, shall be amended as follows:

1. §390-127, Definitions, Back-Lit Illuminated Sign, shall be revised as follows:

BACK-LIT ILLUMINATED SIGN

A type of Illuminated Sign that is designed to produce artificial light indirectly through transparent or translucent material from a source of light or luminous tubes within such sign.

2. §390-127, Definitions, Electronic Sign, shall be deleted and replaced with the following:

DIGITAL SIGN

A sign capable of displaying text, graphics, symbols or images that can be electronically or mechanically changed by remote or automatic means through the use of intermittent lights, including but not limited to light-emitting diodes (LEDs), liquid crystal display, or plasma image display, which directs attention to a business, price, activity, product, commodity, service, entertainment or communication.

3. §390-128.O shall be deleted.
4. §390-129.E shall be deleted.

5. §390-130.D shall be deleted.
6. §390-131.I, shall be revised as follows.

Illuminated signs that are indirectly lit shall be illuminated by fixtures positioned above the sign. Said fixtures shall be shielded so that the source of light is not visible from any location off the subject property, and/or from any adjacent private or public street or vehicular accessway.

SECTION IV

- A. In the event that any section, subsection or portion of this Ordinance shall be declared by any competent court to be invalid for any reason, such decision shall not be deemed to affect the validity of any other section, subsection or portion of this Ordinance. The invalidity of section, clause, sentence, or provision of this Ordinance shall not affect the validity of any other part of this Ordinance, which can be given effect without such invalid part or parts. It is hereby declared to be the intention of the Township that this Ordinance would have been adopted had such invalid section, clause, sentence, or provision not been included therein.
- B. To the extent this Ordinance is inconsistent with the Code of the Township of West Vincent, the provisions of this Ordinance shall take precedence. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.
- C. The failure of the Township to enforce any provision of this ordinance shall not constitute a waiver by the Township of its rights of future enforcement hereunder.
- D. This Ordinance shall become effective immediately upon enactment.

ENACTED AND ORDAINED by the Supervisors of West Vincent Township, Chester County, Pennsylvania on this 16th day of June, 2025.

FOR WEST VINCENT TOWNSHIP

By: _____
Dana Alan, Chair
Board of Supervisors

Attest: _____
Christina Casey, Township Secretary

**TOWNSHIP OF WEST VINCENT
CHESTER COUNTY, PENNSYLVANIA**

ORDINANCE NO. 217-2025

AN ORDINANCE TO ESTABLISH STOP INTERSECTIONS

WHEREAS, from time to time, revisions to the Code of the Township of West Vincent are required so to aid the Township in its efforts to advance the overall public health, safety, and welfare of the community;

NOW, THEREFORE, the Board of Supervisors of West Vincent Township, Chester County, Pennsylvania, hereby ordains and enacts as follows:

SECTION I

- A. The Code of the Township of West Vincent, Chapter 338, Vehicles and Traffic, §336-16 Stop Intersections, shall be deleted in its entirety, and the following is adopted:

| stop sign on | direction of travel | at intersection |
|------------------|---------------------|------------------------|
| Adelphia Lane | N | Deweese Lane |
| Art School Road | W | Horseshoe Trail |
| Art School Road | NE | Kimberton Road |
| Barrington Lane | E | Horseshoe Trail |
| Beaver Hill Road | N | French Creek Road |
| Beaver Hill Road | E | French Creek Road |
| Beaver Hill Road | E | St. Matthews Road |
| Black Horse Road | E | Conestoga Road |
| Black Horse Road | E | Pottstown Pike |
| Black Horse Road | W | Pottstown Pike |
| Bartlett Lane | S | Horseshoe Trail |
| Bartlett Lane | NE | Green Lane |
| Brian Way | S | Kimberbrae Drive |
| Brighton Way | NE | Horseshoe Trail |
| Buttonwood Lane | E | Hollow Road |
| Carriage Lane | E | Conestoga Road |
| Cedar Lane | E | Pottstown Pike |
| Cooks Glen Road | E | Saw Mill Road |
| Clarkson Drive | E | South Beaver Hill Road |
| Crescent Drive | SW | Eagle Farms |
| Crescent Drive | SW | Eagle Farms |
| Daniel Drive | W | Shannon Drive |
| Davis Lane | SW | Horseshoe Trail |
| Davis Lane | N | Birchrun Road |
| Deweese Lane | SW | Conestoga Road |
| Douglas Lane | E | St. Matthews Road |

| | | |
|--------------------|----|-------------------------|
| Eagle Farms | N | Fellowship Road |
| Eagle Farms | SE | Powell Road |
| Eagle Farms | NW | Powell Road |
| Fairmont Drive | N | Windgate Drive |
| Fairmont Drive | E | Windgate Drive |
| Fairmont Drive | W | Windgate Drive |
| Fairmont Drive | SW | Windgate Drive |
| Forest Glen Drive | NE | Malehorn Road |
| Fellowship Road | NE | Horseshoe Trail |
| Flint Road | W | St. Matthews Road |
| Flint Road | SE | Kimberton Road |
| Fellowship Road | N | Linden Avenue |
| French Creek Road | NE | Pughtown Road |
| French Creek Road | N | Hollow Road |
| French Creek Road | S | Pughtown Road |
| Ford Road | SW | Pughtown Road |
| Fox Run Road | SW | Nantmeal Road |
| Gregory Way | NE | Kyle Drive |
| Green Lane | SE | Birchrun Road |
| Green Lane | N | Flowing Spring Road |
| Horseshoe Trail | N | S. Chester Springs Road |
| Horseshoe Trail | S | S. Chester Springs Road |
| Horseshoe Trail | NW | St. Matthews Road |
| Horseshoe Trail | SE | St. Matthews Road |
| Horseshoe Trail | NW | Brighton Way |
| Horseshoe Trail | E | Bartlett Lane |
| Horseshoe Trail | SE | Pottstown Pike |
| Horseshoe Trail | W | Pottstown Pike |
| Houndstooth Lane | N | St. Matthews Road |
| Houndstooth Circle | NE | Houndstooth Lane |
| Hunt Hill Road | S | Hilltop Road |
| Hilltop Road | SW | Flowing Springs Road |
| Hilltop Road | NE | Flowing Springs Road |
| Hilltop Road | E | Sheeder Mill Road |
| Hilltop Road | SW | Flowing Springs Road |
| Heidi Lane | SE | Daniel Drive |
| Hollow Road | SW | Horseshoe Trail |
| Hollow Road | SW | Birchrun Road |
| Jaine Lane | NE | Flowing Springs Road |
| Jaine Lane | NW | Birchrun Road |
| Jaine Lane | NE | Birchrun Road |
| Jaine Lane | SW | Horseshoe Trail |
| Juniper Avenue | NE | Sundance Drive |
| Juniper Avenue | SW | Fairmont Drive |
| Kimberbrae Drive | W | Pughtown Road |

| | | |
|-----------------------|----|-------------------------|
| Kyle Drive | E | Shannon Drive |
| Kennard Way | W | Powell Road |
| Kennard Way | E | Veronica Drive |
| Linden Avenue | NW | Fairmont Drive |
| Linden Avenue | SW | Fellowship Road |
| Laymens Way | W | Lily Pond Lane |
| Lily Pond Lane | NW | St. Matthews Road |
| Lauren Lane | N | Kyle Drive |
| Labella Court | E | Eagle Farms Road |
| Lexington Boulevard | NE | Windgate Drive |
| Lexington Boulevard | SW | Windgate Drive |
| Lexington Boulevard | N | Birchrun Road |
| Malehorn Road | E | St. Matthews Road |
| Mill Road | E | Horseshoe Trail |
| Marigold Court | SW | Birchrun Road |
| Miller Road | W | St. Matthews Road |
| Markley's Corner Road | NW | Kimberton Road |
| Markley's Corner Road | SE | Chester Springs Road |
| Rosewood Drive | N | Windgate Drive |
| Nantmeal Road | SW | Pottstown Pike |
| N. Iroquois Lane | SE | Bartlett Lane |
| N. Iroquois Lane | W | N. Iroquois Lane |
| Oneida Court | NE | N. Iroquois Lane |
| Paige Place | W | Powell Road |
| Phillips Lane | S | Horseshoe Trail |
| Pine Drive | W | Horseshoe Trail |
| Powell Road | SE | Eagle Farms Road |
| Powell Road | SW | Crescent Drive |
| Plum Lane | NE | Sundance Drive |
| Plum Lane | S | Fairmont Drive |
| Pinehurst Drive | NE | Fairmont Drive |
| Pinehurst Drive | SW | Sundance Drive |
| Pinehurst Drive | NE | Sundance Drive |
| Pinehurst Drive | S | Conestoga Road |
| Pinehurst Drive | SW | Fairmont Drive |
| Pinehurst Drive | NE | Fairmont Drive |
| St. Andrews Lane | E | Conestoga Road |
| St. Anthony's Lane | W | Horseshoe Trail |
| St. Matthews Road | N | Conestoga Road |
| St. Matthews Road | S | S. Chester Springs Road |
| Saw Mill Road | S | Flowing Springs Road |
| Shady Lane | W | Birchrun Road |
| School House Lane | N | Hollow Road |
| School House Lane | S | Flowing Springs Road |
| School House Lane | N | Flowing Springs Road |

| | | |
|-------------------------|----|-------------------------|
| School House Lane | SE | St. Matthews Road |
| Sheeder Mill Road | SW | Flowing Springs Road |
| Seneca Court | W | S. Iroquois Lane |
| Shawnee Court | E | N. Iroquois Lane |
| Shannon Drive | S | Kyle Drive |
| Shannon Drive | N | St. Matthews Road |
| Rosewood Drive | SE | Pinehurst Drive |
| Springlea Lane | E | St. Matthews Road |
| Sweet Birch | S | Lobella Court |
| Sweet Birch | N | Eagle Farms Road |
| Station Boulevard | NE | Eagle Farms Road |
| Sundance Drive | NW | Windgate Drive |
| Sundance Drive | E | Pinehurst Drive |
| Sundance Drive | W | Pinehurst Drive |
| Sundance Drive | E | Fairmont Drive |
| East Sunderland | NE | Rainer Road |
| Sunderland Avenue | N | Eagle Farms Road |
| Sunderland Avenue | S | Rainer Road |
| S. Beaver Hill Road | N | Beaver Hill Road |
| S. Chester Springs Road | S | St. Matthews Road |
| S. Chester Springs Road | N | St. Matthews Road |
| S. Chester Springs Road | NE | Conestoga Road |
| S. Chester Springs Road | E | Horseshoe Trail |
| S. Chester Springs Road | W | Horseshoe Trail |
| S. Chester Springs Road | S | Eagle Farms Road |
| S. Chester Springs Road | SW | Conestoga Road |
| S. Iroquois Lane | N | Bartlett Lane |
| S. Beaver Hill | S | Flowing Springs Road |
| Red Fox Lane | NE | Nantmeal Road |
| Rachel Drive | N | Conestoga Road |
| Redbone Road | E | St. Matthews Road |
| Redbone Road | E | St. Matthews Road |
| Trego Road | E | Nantmeal Road |
| Thornhill Road | E | Crescent Drive |
| Trillium Way | N | Powell Road |
| Veronica Drive | E | S. Chester Springs Road |
| Wetherill Lane | SE | Birchrun Road |
| Windgate Drive | E | Westover Lane |
| Windgate Drive | SW | Fairmont Drive |
| Windgate Drive | NW | Fairmont Drive |
| Windgate Drive | SE | Fairmont Drive |
| Windgate Drive | NE | Fairmont Drive |
| Windgate Drive | NW | Lexington Boulevard |

SECTION II

- A. In the event that any section, subsection or portion of this Ordinance shall be declared by any competent court to be invalid for any reason, such decision shall not be deemed to affect the validity of any other section, subsection or portion of this Ordinance. The invalidity of section, clause, sentence, or provision of this Ordinance shall not affect the validity of any other part of this Ordinance, which can be given effect without such invalid part or parts. It is hereby declared to be the intention of the Township that this Ordinance would have been adopted had such invalid section, clause, sentence, or provision not been included therein.
- B. To the extent this Ordinance is inconsistent with the Code of the Township of West Vincent, the provisions of this Ordinance shall take precedence. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.
- C. The failure of the Township to enforce any provision of this ordinance shall not constitute a waiver by the Township of its rights of future enforcement hereunder.
- D. This Ordinance shall become effective immediately upon enactment.

ENACTED AND ORDAINED by the Supervisors of West Vincent Township, Chester County, Pennsylvania on this 16th day of June, 2025.

FOR WEST VINCENT TOWNSHIP

By: _____
Dana Alan, Chair
Board of Supervisors

Attest: _____
Christina Casey, Township Secretary

**TOWNSHIP OF WEST VINCENT
CHESTER COUNTY, PENNSYLVANIA**

RESOLUTION 13-2025

A RESOLUTION TO ADOPT AN EMERGENCY OPERATIONS PLAN

WHEREAS, the Township of West Vincent shall have adopted emergency management plans so to advance the overall public health, safety, and welfare of our community.

NOW THEREFORE, BE IT RESOLVED the West Vincent Township Board of Supervisors adopts the Emergency Operations Plan for West Vincent Township, dated April 2025, as attached hereto.

BE IT RESOLVED THIS 16TH DAY OF JUNE, 2025.

FOR WEST VINCENT TOWNSHIP

BY:

Dana Alan, Chair
Board of Supervisors

ATTEST:

Christina Casey
Township Secretary

EMERGENCY OPERATIONS PLAN

**West Vincent Township
Chester County, PA**

April 2025

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PROMULGATION

THIS PLAN WAS ADOPTED BY THE WEST VINCENT TOWNSHIP BOARD OF SUPERVISORS
UNDER RESOLUTION NO. _____ DATED _____. IT SUPERCEDES ALL PREVIOUS PLANS.

Dana Alan, Chair

Charlene Briggs, Member

Bernie Couris, Vice Chair

Christina Casey, Secretary

James Gooding,
Emergency Management Coordinator

CERTIFICATION OF REVIEW

A regular (biennial or sooner) review of this Emergency Operations Plan has been done by the Emergency Management Agency and the review is hereby certified by the Municipal Emergency Management Coordinator.

| Date | Signature |
|-----------|-----------|
| 4-10-2025 | jdg |
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RECORD OF CHANGES/UPDATES

| CHANGE NUMBER | CHANGE | DATE ENTERED | CHANGE MADE BY (Signature or initials) |
|---------------|--------|--------------|----------------------------------------|
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DISTRIBUTION LIST

The Following have received Copies of this Plan

| COPY # | ORGANIZATION | INDIVIDUAL RECEIVING COPY | DATE |
|------------|---------------------------------------|---------------------------|------|
| 1 (MASTER) | Municipal Server (Electronic Copy) | | |
| 2 | Municipal Office (Public Copy) | Christina Casey | |
| 3 | Municipal Office (Internal Copy) | Christina Casey | |
| 4 & 5 | E.O.C. | James Gooding | |
| 6 | E.M.C. | James Gooding | |
| 7 | Deputy E.M.C. | Kevin Freese | |
| 8 | W.V.P.D. | Michael Swininger | |
| 9 | C.C.D.E.S. (Electronic Copy) | | |

I. PURPOSE AND SCOPE

The purpose of this plan is to prescribe those activities to be taken by West Vincent Township and other community officials to protect the lives and property of the citizens in the event of a natural or human-caused, including terrorism, emergency or disaster, and to satisfy the requirements of the Pennsylvania Emergency Management Services Code, 35 Pa. C.S. Section 7101 et seq., as amended, to have a disaster emergency management plan for the municipality. The plan consists of: a Basic Plan, which describes principles and doctrine; a Notification and Resource Manual, which provides listings and means of contacting local and needed resources; and a series of functional checklists which provide detail for the accomplishment of the specifics of the operation.

The scope of the plan includes all activities in the entire emergency management cycle, including prevention, preparedness, response and recovery phases. This plan is applicable to all response organizations acting for or on behalf of the West Vincent Township or the citizens thereof. Incident specific Plans may augment this plan if necessary to more efficiently cope with special requirements presented by specific hazards. Such plans are listed in Appendix C.

II. SITUATION AND ASSUMPTIONS

- A. The Township of West Vincent is located in Chester County, Pennsylvania.
Per year 2020 census, the population is 6,668, with 1784 family units.
West Vincent Township is comprised of 17.9 square miles and 11,456 acres of land.
Roads consist of 18.37 miles of state roads, 35.05 miles of municipal paved roads and 14 miles of municipal gravel roads, for a total of 67.42 miles.
- B. Identified special facilities are indicated in the Notification and Resource Manual (NARM) section of this plan.
- C. West Vincent Township is subject to a variety of hazards, both natural and manmade. According to the latest Chester County Hazard and Vulnerability Analysis, the most prominent health hazard is pandemic, less likely but still occurring is opioid addiction. The most likely and damaging natural hazards are storm related. They include wind damage, lightning, flash flooding, snow and ice accumulation. Less likely, but still occurring with moderate frequency are hurricanes, tropical storms drought and invasive species.
The most likely manmade hazards are fire and hazardous materials accidents, less likely but still a threat is civil unrest.
- D. Depending upon the type or severity of hazard, certain areas of the municipality are historically more vulnerable than others. Although some of these areas are more susceptible than others, the entire municipality bears some risk to all of these hazards.

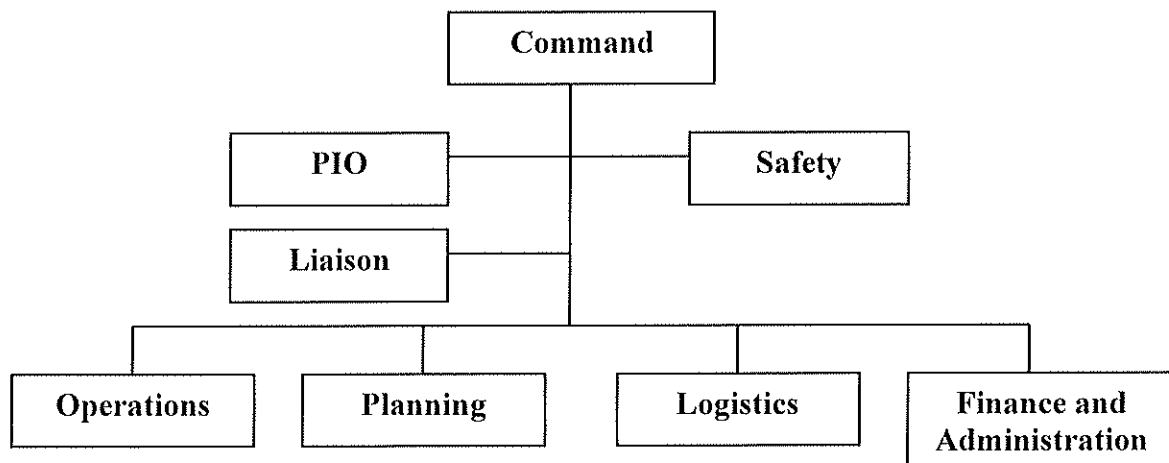
- E. Training, response checklists and other accompanying documents are based primarily on the statements in 2 A., B., C. and D. of this plan.
- F. Adjacent municipalities and other governments will render assistance in accordance with the provisions of written intergovernmental and mutual aid support agreements in place at the time of the emergency.
- G. When municipal resources are fully committed and mutual aid from surrounding jurisdictions are exhausted, the Chester County Emergency Management Agency (EMA) is available to coordinate assistance and help satisfy unmet needs. Similarly, if the county requires additional assistance, it can call for mutual aid from adjacent counties, The Southeastern Pennsylvania Regional Task Force (RTF), or from the Commonwealth of Pennsylvania. Ultimately, the Commonwealth can ask the federal government for assistance in dealing with a major disaster or emergency.
- H. In the event of an evacuation of the municipality, or any part thereof, the majority of the evacuees will utilize their own transportation resources. Additionally, those with pets, companion or service animals will transport their own pets and animals. Those with livestock or other farm animals will take appropriate measures to safeguard the animals via sheltering or evacuation as appropriate.
- I. Special facilities will develop, coordinate and furnish emergency plans to the emergency management organization of this municipality, the county and state departments and agencies as applicable as required by codes, laws, regulations or requirements.
- J. Any regulated facility, SARA (Superfund Amendments and Re-authorization Act) site, power plant, etc. posing a specific hazard will develop, coordinate and furnish emergency plans and procedures to local, county and state departments and agencies as applicable as required by codes, laws, regulations or requirements.
- K. Whenever warranted, the elected officials will declare an emergency for the municipality in accordance with the provisions of the Pennsylvania Emergency Management Services Code (35Pa CS, § 7501). In like manner, in the event of any emergency requiring protective actions (evacuation or sheltering), the elected officials will make the recommendation and communicate the information to the populace by appropriate means including the Emergency Alert System (EAS), Route Alerting, or other technologies.
- L. In the event of an evacuation, segments of the population will need to be transported from the identified affected area(s) to safe havens. Depending upon the hazard factors, the host areas may be located within or outside the municipality.
- M. Emergency shelters will be activated by the county EMA using public schools or public colleges / universities (per the provisions of the Pennsylvania Emergency Management Services Code) or other designated shelters. Shelters will be operated

by Volunteer Organizations Active in Disasters (VOAD) such as the American Red Cross. Shelter operators will provide basic necessities including food, clothing, lodging, basic medical care, and maintain a registration of those housed in the shelter.

- N. Critical facilities such as group homes and extended care facilities should have some level of emergency power and alternate energy sources available to accommodate for situations involving the loss of commercial power or other energy sources.

III. CONCEPT OF OPERATIONS/CONTINUITY OF GOVERNMENT

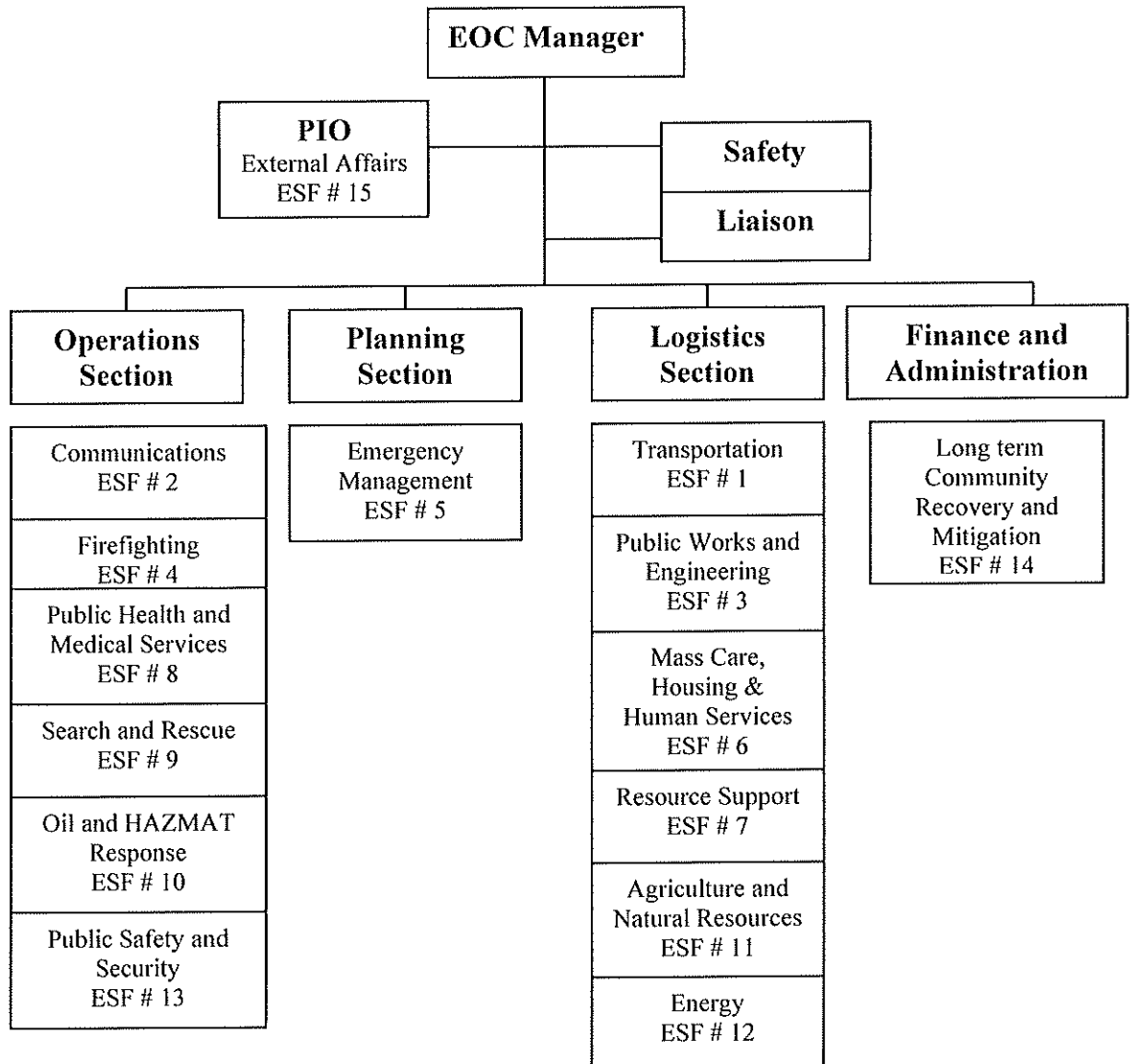
- A. The West Vincent Township Board of Supervisors is responsible for the protection of the lives and property of the citizens. They exercise primary supervision and control over the four phases (prevention, preparedness, response and recovery) of emergency management activities within the municipality.
- B. A local Emergency Management Coordinator (EMC) shall act on behalf of the elected officials. An Emergency Operations Center (EOC) has been designated by the municipality, and may be activated by the EMC or the Board of Supervisors during an emergency. A Deputy EMC and Alternate EOC have been designated to function in case the primary EMC and/or EOC are not available.
- C. This plan embraces an “all-hazards” principle: that most emergency response functions are similar, regardless of the hazard. The EMC will mobilize resources and personnel as required by the emergency situation.
- D. The EMC and Board of Supervisors will develop mutual aid agreements with adjacent municipalities for reciprocal emergency assistance as needed.
- E. West Vincent Township will embrace and utilize the National Incident Management System (NIMS) and the Incident Command System (see below).



- 1. The Incident Commander (IC) at the incident site will be trained according to NIMS requirements. In like manner, the EOC staff will also be trained to NIMS requirements.
- 2. The Incident Command System (ICS) should have:
 - a. a manageable span of control (3 to 7 staff; optimum is 5);

- b. personnel accountability (each person reports to only one person in the chain of command); and
- c. functional positions staffed only when needed (responsibilities for any positions that are not staffed remain with the next higher filled position).

Emergency Operations Center (EOC) Example



- F. When the West Vincent Township EOC is activated, the EMC or designee will coordinate between the site IC and the county EMA. To ensure consistency with operations at the incident site, the EOC will also follow an incident command structure. The EMC will assume the role of EOC Manager (Command) and, initially, all of the remaining roles. As additional staff arrive at the EOC, the EMC may delegate activities to them.
- G. Availability of staff and operational needs may allow or require positions to be combined, or positions to not be filled (responsibilities held by the next higher position.)

- H. The diagram above aligns Emergency Support Functions (ESFs) with ICS Staff sections. This alignment may be modified as required by the disaster situation or the municipality's political or programmatic needs.
- I. Continuity of government procedures are specified in the Elected Officials checklist.
- J. When the EMC receives notice of a potential emergency from the Federal Homeland Security Advisory System, from the National Weather Service watches and warnings, or from other reliable sources, partial activation of the EOC in preparation for the emergency will be considered.
- K. Communication, Alert and Warning will be provided to the public via the Emergency Alert System (EAS). Other systems will be utilized as available.
- L. During non-emergency times, information regarding emergency plans and actions to be taken by the public, in the form of public information / education materials, will be provided to the public via municipal newsletters, brochures, publications in telephone directories, municipal web-sites, etc.
- M. In the event of an evacuation, the population (or segments thereof) will evacuate using their own vehicles, or be transported from the identified affected area(s) to safe havens. Depending upon the hazard factors, the host areas may be located within or outside the municipality.
- N. Evacuees are expected to follow the direction and guidance of emergency workers, traffic coordinators, and other assigned emergency officials. Pre-designated evacuation routes will be utilized whenever safe and practical. Critical intersections will be staffed by traffic control personnel to facilitate an orderly flow of traffic.
- O. Emergency workers should complete pre-emergency "family plans" addressing such issues as transportation and evacuation locations for immediate family members (Spouse and children).

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. COMMAND

1. Board of Supervisors:

- a. Are responsible for establishing a municipal emergency management organization;
- b. Provide for continuity of operations;
- c. Establish lines of succession for key positions;
- d. Designate departmental emergency operating centers and alternatives;
- e. Prepare and maintain this EOP in consonance with the county Emergency Operations Plan;
- f. Establish, equip and staff an EOC;
- g. Recommend an EMC for appointment in accordance with the Emergency Management Services Code;
- h. Issue proclamations of disaster emergency and recommend protective actions (evacuation or shelter in-place) if the situation warrants; and
- i. Apply for federal post-disaster funds, as available.
- j. Establish a hazard mitigation plan.

2. EOC Manager (EMC):

- a. Prepares and maintains an EOP for the municipality subject to the promulgation of the Board of Supervisors; prepares, reviews and updates as required;
- b. Maintains coordination with the county EMA, and provides prompt information on emergencies, as available;
- c. In coordination with the county EMA, identifies hazards and vulnerabilities that may affect the municipality;
- d. Identifies resources within the municipality that can be used to respond to a major emergency or disaster situation and requests needed resources from mutual aid partners or the county EMA;
- e. Develops and maintains a trained staff and current emergency response checklists appropriate for the emergency needs and resources of the community;
- f. Mobilizes the EOC and acts as or delegates the Command function within the EOC during an emergency;
- g. Compiles cost figures for the conduct of emergency operations; and
- h. Attends training and workshops provided by the county and other sources to maintain proficiency and currency in emergency management and emergency response planning and procedures.

3. Public Information Officer (PIO) (External Affairs – ESF # 15)

- a. Develops and maintains the checklist for the Public Information function;

- b. Assists in the development, review and maintenance of the EOP;
 - c. Responds to the EOC or the field, as needed;
 - d. Coordinates all information released to the public or to the media with the County PIO/JIC(Joint Information Center);
 - e. Coordinates public awareness information to the media before an incident and ensures accurate and timely information about response and recovery operations;
 - f. Advises elected officials and the EMC about Public Information activities;
 - g. Develops pre-scripted emergency announcements for use in the time of an emergency;
 - h. Develops and disseminates public information / educational materials regarding emergency measures to be taken during an emergency including information regarding shelter-in-place, evacuation routes, locations of shelters, transportation pick-up-points, etc.;
 - i. Interfaces with the PIO for the County and the State as applicable; and
 - j. Operates as a part of the Joint Information Center (JIC) as established by the County, State or Federal officials.
4. **Safety Officer** - Monitors safety conditions and develops measures for assuring the safety of all assigned personnel.
5. **Liaison Officer** – Serves as the primary contact for supporting agencies assisting with the incident.
- B. OPERATIONS SECTION (EMC or as delegated):** Responsible for ensuring the accomplishment of responsibilities of all assigned branches. Section Chief may retain branch director responsibilities, or delegate them, depending on the situation and availability of personnel. Section Chief coordinates work assignments of the branch director(s) and reports to the EOC manager on the progress and status of assigned missions.
- 1. Communications Branch (ESF # 2):**
- a. Develops and maintains the checklist for the Communications function;
 - b. Assists in the development, review and maintenance of the EOP;
 - c. Trains staff members on the operation of communications system;
 - d. Ensures ability to communicate between the EOC, field operations and the county EMA;
 - e. Assists with notification of citizens of the municipality;
 - f. Responds to the EOC or the field, as needed;
 - g. Advises elected officials and the EMC about Communications activities; and
 - h. Performs other responsibilities as assigned by the Section Chief.
- 2. Firefighting Branch (ESF # 4):**
- a. Develops and maintains the checklist for the firefighting function;

- b. Assists in the development, review and maintenance of the EOP;
- c. Responds to the EOC or the field, as needed;
- d. Coordinates fire and rescue services;
- e. Assumes primary responsibility for route alerting of the public;
- f. Assists with evacuation of affected citizens, especially those who are institutionalized, immobilized or injured;
- g. Provides for emergency shutdown of light and power;
- h. Provides for emergency lights and power generation;
- i. Assists in salvage operations and debris clearance;
- j. Advises elected officials and the EMC about fire and rescue activities; and
- k. Performs other responsibilities as assigned by the Section Chief.

3. Health/Medical Branch (ESF # 8):

- a. Develops and maintains the checklist for the Health/Medical Services function;
- b. Assists in the development, review and maintenance of the EOP;
- c. Responds to the EOC or the field, as needed;
- d. Maintains a listing of special needs residents, providing copies to municipal and county EMAs;
- e. Coordinates emergency medical activities within the municipality;
- f. Coordinates institutional needs for transportation if evacuation or relocation becomes necessary for hospitals, nursing homes, day care, personal care homes or any custodial care facilities;
- g. Coordinates medical services as needed to support shelter operations;
- h. Assists in search and rescue operations;
- i. Assists in mortuary services;
- j. Assists in provisions of inoculations for the prevention of disease;
- k. Advises elected officials and the EMC about Public Health/Medical Services activities;
- l. Coordinates the immunization of emergency workers;
- m. Refers transportation needs (Health Care, Special Needs) to the Logistics Officer;
- n. Coordinates and cooperates with appropriate entities and agencies regarding matters of public health including the reporting of communicable diseases and establishment of quarantine areas; and
- o. Performs other responsibilities as assigned by the Section Chief.

4. Search and Rescue Branch (ESF # 9):

- a. Assists in the development, review and maintenance of the EOP;
- b. Responds to the EOC or the field, as needed;
- c. Coordinates search and rescue services;
- d. Advises elected officials and the EMC about search and rescue (S&R); and
- e. Performs other responsibilities as assigned by the Section Chief.

5. Oil and Hazardous Materials Response Branch (ESF # 10):

- a. Assists in the development, review and maintenance of the EOP;
- b. Responds to the EOC or the field, as needed;
- c. Coordinates with the Hazardous Materials Team as appropriate;
- d. Coordinates decontamination and monitoring of affected citizens and emergency workers after exposure to chemical or radiological hazards;
- e. Advises elected officials and the EMC about HAZMAT activities; and
- f. Performs other responsibilities as assigned by the Section Chief.

6. Public Safety and Security Branch (ESF # 13):

- a. Develops and maintains the checklist for the Public Safety and Security function;
- b. Assists in the development, review and maintenance of the EOP;
- c. Responds to the EOC or the field, as needed;
- d. Coordinates security and law enforcement services;
- e. Establishes security and protection of critical facilities, including the EOC;
- f. Provides traffic and access control in and around affected areas;
- g. Assists with route alerting and notification of threatened population;
- h. Assists with the evacuation of affected citizens, especially those who are institutionalized, immobilized or injured;
- i. Assists in the installation of emergency signs and other traffic movement devices;
- j. Assists in search and rescue operations;
- k. Advises elected officials and the EMC about Public Safety and Security operations;
- l. Establishes and provides security services to any shelter locations operating in the municipality;
- m. Assists shelter operators with the screening of clients with regard to criminal history background checks including sex offenders;
- n. Establishes security patrols for any evacuated areas, conditions permitting;
- o. Cooperates with other law enforcement agencies regarding investigations, crime scene security, etc.; and
- p. Performs other responsibilities as assigned by the Section Chief.

C. PLANNING SECTION (EMC or as delegated): Responsible for ensuring the accomplishment of the Emergency Management branch responsibilities. Section Chief may retain branch director responsibilities, or delegate them, depending on the situation and availability of personnel. Section Chief coordinates work assignments to the branch director(s) and reports to the EOC manager on the progress and status of assigned missions.

1. Emergency Management Branch (ESF # 5):

- a. Collects, evaluates and provides information about the incident;
- b. Determines status and tracking of resources;
- c. Prepares and documents Incident Action Plans;
- d. Establishes information requirements and reporting schedules;
- e. Supervises preparation of an Incident Management Plan;
- f. Assembles information on alternative strategies; and
- g. Performs other responsibilities as assigned by the Section Chief.

D. LOGISTICS SECTION (EMC or as delegated): Responsible for ensuring the accomplishment of responsibilities of all assigned branches. Section Chief may retain branch director responsibilities, or delegate them, depending on the situation and availability of personnel. Section Chief coordinates work assignments to the branch director(s) and reports to the EOC manager on the progress and status of assigned missions. Logistics Section also provides internal logistical support for the EOC itself.

1. Transportation Branch (ESF # 1):

- a. Assists in the development, review and maintenance of the EOP;
- b. Responds to the EOC or the field, as needed;
- c. Maintains a listing of Transportation Resources and contact information including capacities in the Municipality;
- d. Coordinates the supply of transportation resources during an emergency;
- e. Advises elected officials and the EMC about Transportation activities; and
- f. Performs other responsibilities as assigned by the Section Chief.

2. Public Works and Engineering Branch (ESF # 3):

- a. Assists in the development, review and maintenance of the EOP;
- b. Responds to the EOC or the field, as needed;
- c. Maintains a listing of Public Works assets and resources;
- d. Serves as a liaison between municipal Public Works and the EOC;
- e. Coordinates the assignment of Public Works resources;
- f. Provides information on water, sewerage, road construction and repair, engineering, building inspection and maintenance;
- g. Advises elected officials and the EMC about Public Works and Engineering activities; and
- h. Performs other responsibilities as assigned by the Section Chief.

3. Mass Care, Housing and Human Services Branch (ESF # 6):

- a. Assists in the development, review and maintenance of the EOP;
- b. Responds to the EOC or the field, as needed;
- c. Assists the County EMA (ESF # 6) in maintaining a listing of Mass Care – Shelter facilities including capacities;
- d. Coordinates with American Red Cross and other appropriate agencies;
- e. Requests Mass Care – Shelter support from the County during an emergency;
- f. Coordinates with ESF # 1 (Transportation) and ESF # 7 (Resource Management) regarding evacuation issues;
- g. Advises elected officials and the EMC about Mass Care, Evacuation and Shelter activities; and
- h. Performs other responsibilities as assigned by the Section Chief.

4. Resource Support Branch (ESF # 7):

- a. Coordinates materials, services and facilities in support of the emergency;
- b. Develops procedures for rapidly ordering supplies and equipment and tracking their delivery and use;
- c. Participates in the preparation of the Incident Management Plan;
- d. Facilitates the acquisition of supplies for emergency workers including food, water, and basic necessities;
- e. Facilitates the acquisition, as requested, of supplies of food, water, and necessities for shelter operators;
- f. Obtains, tracks and coordinates transportation resources (buses, vans, additional ambulances, trucks, etc.);
- g. Establishes staging areas for supplies and transportation resources;
- h. Obtains supplies and coordinates the dissemination of emergency fuel supplies for emergency vehicles, critical facilities and evacuees as appropriate; and
- i. Performs other responsibilities as assigned by the Section Chief.

5. Agriculture and Natural Resources Branch (ESF # 11):

- a. Assists in the development, review and maintenance of the EOP;
- b. Responds to the EOC or the field, as needed;
- c. Maintains a listing of food and animal care and control assets;
- d. Serves as a liaison between the EOC and the food community;
- e. Coordinates the dissemination of information to the food and animal care and control community;
- f. Advises elected officials and the EMC regarding agricultural and animal care and control issues;
- g. Coordinates local animal shelter activities with county ESF 11 Officer and County Animal Response Team liaison; and
- h. Performs other responsibilities as assigned by the Section Chief.

6. Energy Branch (ESF # 12):

- a. Assists in the development, review and maintenance of the EOP;
- b. Responds to the EOC or the field, as needed;
- c. Maintains a listing of energy and utility assets;
- d. Serves as a liaison between the EOC and the energy / utilities;
- e. Coordinates the dissemination of information to the energy / utilities;
- f. Advises elected officials and the EMC regarding energy / utility issues; and
- g. Performs other responsibilities as assigned by the Section Chief.

E. FINANCE and ADMINISTRATION SECTION (EMC, Board of Supervisors, Township Manager and/or as delegated): Responsible for ensuring the accomplishment of responsibilities of Long Term Recovery and Mitigation Branch. Section Chief may retain branch director responsibilities, or delegate them, depending on the situation and availability of personnel. Section Chief coordinates work assignments of the branch director(s) and reports to the EOC manager on the progress and status of assigned missions. Section also maintains finance and personnel records of response activities.

1. Long Term Community Recovery and Mitigation Branch (ESF # 14):

- a. Maintains oversight of all financial and cost analysis activities associated with the emergency;
- b. Tracks costs and personnel time records;
- c. Coordinates the conduct of damage assessment and reporting to the county EMA;
- d. Starts planning for recovery of vital community functions; and
- e. Performs other responsibilities as assigned by the Section Chief.

V. ADMINISTRATION AND LOGISTICS

A. Administration

- 1. West Vincent Township will submit situation reports, requests for assistance and damage assessment reports to the Chester County EMA.
- 2. The Chester County EMA will forward reports and requests for assistance to PEMA.
- 3. West Vincent Township and Chester County will utilize pre-established bookkeeping and accounting methods to track and maintain records of expenditures and obligations.

4. Narrative and written log-type records of response actions will be kept by the West Vincent Township Emergency Management Agency. The logs and records will form the basis for status reports to Chester County and PEMA.
5. West Vincent Township Emergency Management Agency will make reports to the Chester County Emergency Management Agency by the most practical means and in a timely manner.
6. All written records, reports and other documents will follow the principles of NIMS.

B. Logistics - Coordination of unmet needs:

When West Vincent Township resources are committed and mutual aid is exhausted, the Chester County Emergency Management Agency (EMA) is available to coordinate assistance and satisfy unmet needs. Similarly, if the county requires additional assistance, it will call on mutual aid from adjacent counties, its Regional Task Force (RTF), or from the Pennsylvania Emergency Management Agency (PEMA). Ultimately, PEMA will turn to the Federal Emergency Management Agency (FEMA) for assistance in dealing with a major disaster or emergency.

VI. TRAINING AND EXERCISES

A. Training Authority

For training purposes and exercises, the EMC may activate this plan as required to evaluate and maintain the readiness posture of West Vincent Township.

B. Exercise Requirements

To provide practical, controlled operations experience for those who have EOC responsibilities, the EMC should activate this plan at least every three years in the form of an emergency exercise.

C. Training Policy

1. Public Officials:

- a. Response and Recovery Training: Training programs will be provided to the West Vincent Township Board of Supervisors, municipal officials, the emergency management coordinator, EOC staff and emergency services personnel (police, fire and EMS) on the procedures and policies for a coordinated response and recovery to a disaster emergency. Training programs are offered by the Pennsylvania Emergency Management Agency and coordinated by the County EMA.

- b. Professional Development: Training programs will be provided to the West Vincent Township EMC and staff in skills and techniques of writing plans, professional development skills, and national security issues related to municipal emergency preparedness. Training programs are offered by the Pennsylvania Emergency Management Agency and coordinated by the county EMA.
- c. Damage Assessment and Reporting: Annual training will be offered in damage reporting procedures, and in damage assessment for those who will work with county damage assessment teams. Training programs are offered by the Pennsylvania Emergency Management Agency and coordinated by the County EMA.

2. Emergency Services and Other Responding Agencies

Exercises, as indicated above, will be used as a training technique for public officials, emergency management staff and emergency services personnel who are assigned emergency responsibilities in this plan. EMA staff officers responsible for functional annexes are charged with ensuring skills training for personnel who implement the provisions of their respective annexes.

3. State and Federal Training

EMA staff will participate in State and Federal training programs as prescribed internally and by PEMA.

VII. PLAN REQUIREMENTS, MAINTENANCE AND DISTRIBUTION

- A. EMC Responsibilities: The West Vincent Township EOP is the responsibility of the Board of Supervisors, but normally the EMC will coordinate development and maintenance of the plan. The plan components will be reviewed and updated by the EMC every two years or as needed. Some incident specific annexes require an annual review based upon legislation or regulation. Whenever portions of this plan are implemented in an emergency event or exercise, a review will be conducted to determine necessary changes.
- B. Enforceability: This plan is enforceable under the provisions of the Pennsylvania Emergency Management Services Code.
- C. Execution: This plan will be executed upon order of the West Vincent Board of Supervisors or their authorized representative, the Municipal Emergency Management Coordinator.
- D. Distribution: This plan and its supporting materials are controlled documents. While distribution of the "Basic Plan" is allowable, the Checklists, Notification and Resource Manual and some Incident Specific Plans contain specific response or personal information and are not considered to be available to the public.

Distribution is based upon regulatory or functional “need to know”. Copies of this plan are distributed according to an approved control list. A record of distribution, by copy number, is maintained on file by the EMC. Controlled copies of revisions will be distributed to designated plan holders. Revisions or changes are documented by means of the “Record of Changes” page iii. A receipt system will be used to verify the process.

APPENDICES:

App A: Authority and References

App B: Glossary

App C: Listing of Related and Incident Specific Plans

APPENDIX A: AUTHORITY AND REFERENCES

1. The Pennsylvania Emergency Management Services Code 35 Pa. C.S. Section 7101-7707, as amended
2. Pennsylvania Emergency Management Agency, “Commonwealth of Pennsylvania Multi-Hazard Identification and Risk Assessment,” as amended
3. Commonwealth of Pennsylvania, Emergency Operations Plan, May 2005, with amendments
4. Pennsylvania Emergency Management Agency, Emergency Management Directive 2002-5, (Requirements for the Preparation, Review and update of municipal Emergency Operations Plans (EOPs) and accompanying Documents)
5. Chester County Emergency Operations Plan
6. Chester County Hazard Vulnerability Analysis
7. Chester County Hazard Mitigation Plan

APPENDIX B: DEFINITIONS AND GLOSSARY

1. Access Control Points (ACP) - Posts established primarily by State or municipal police and augmented as necessary by the National Guard on roads leading into a disaster area for the purpose of controlling entry during an emergency.
2. Activate - To start or place into action an activity or system.
3. Control - To exercise authority with the ability to influence actions, compel or hold in restraint. (For use in context with this document: (35 PA C.S.) as amended clarifies and strengthens the role of the Governor by granting him authority to issue executive orders and disaster proclamations which have the force and effect of law when dealing with emergency and disaster situations and controlling operations.)
4. Coordination - Arranging in order, activities of equal importance to harmonize in a common effort. (For use in context with this document: authorizing and/or providing for coordination of activities relating to emergency disaster prevention, preparedness, response and recovery by State, local governments and Federal agencies.)
5. Deploy - To move to the assigned location in order to start operations.
6. Direction - Providing authoritative guidance, supervision and management of activities/operations along a prescribed course to reach an attainable goal.
7. Disaster - A natural or human-caused event that has a large-scale adverse effect on individuals, the environment, the economy or property.
 1. Human Caused Disaster - Any industrial, nuclear or transportation accident, explosion, conflagration, power failure, natural resource shortage or other condition, resulting from human causes, whether unintended or deliberate. This includes oil spills and other injurious environmental contamination, terrorism acts of vandalism or sabotage and civil unrest which threaten or cause substantial damage to property, human suffering, hardship or loss of life.
 2. Natural Disaster - Any hurricane, tornado, storm, flood, high water, wind driven water, tidal wave, earthquake, landslide, mudslide, snowstorm, drought, fire, explosion or other catastrophe which results in substantial damage to property, hardship, suffering or possible loss of life.
8. Disaster Emergency - Those conditions which upon investigation may be found, actually or likely to:
 1. Seriously affect the safety, health or welfare of a substantial number of citizens of the municipality or preclude the operation or use of essential public facilities.

2. Be of such magnitude or severity as to render essential state supplementation of regional, county and municipal efforts or resources exerted or utilized in alleviating the danger, damage, suffering or hardship faced.
 3. Have been caused by forces beyond the control of humans, by reason of civil disorder, riot, natural occurrence, terrorism or disturbance, or by factors not foreseen and not known to exist when appropriation bills were enacted.
9. Emergency Alert System (EAS) - An automatic system where radio station operators voluntarily broadcast emergency information. The system can be activated by county, state or federal emergency management agencies or the national weather service.
 10. Emergency Management - The judicious planning, assignment and coordination of all available resources in an integrated program of prevention, preparedness, response and recovery for emergencies of all kinds.
 11. Emergency Services - The preparation for and the carrying out of functions, other than those for which military forces are primarily responsible, to prevent, minimize and provide emergency repair of injury and damage resulting from disaster, together with all other activities necessary or incidental to the preparation for and carrying out of those functions. The functions include, without limitation, firefighting services, police services, medical and health services, search, rescue, engineering, disaster warning services, communications, radiological, shelter, chemical and other special weapons defense, evacuation of persons from stricken areas, emergency welfare services, emergency transportation, emergency resources management, existing or properly assigned functions of plant protection, temporary restoration of public utility services and other functions related to civilian protection.
 12. Emergency Support Function (ESF) – A distinct function that may need to be performed during emergency response, but which is not necessarily dependent on the type of disaster or emergency that causes the need for the support function. ESFs define an organizational structure for the support, resources, program implementation, and services that are most likely to be needed to save lives, protect property and the environment, restore essential services and critical infrastructure, and help victims and communities return to normal. Use of ESFs allows for planning, training and organization to be made without consideration for the cause. This plan uses fifteen separate ESFs that are mirrored in the National Response Plan and the Pennsylvania State EOP.
 13. Explosive Ordnance Disposal (EOD) - An active U.S. Army organization tasked with the retrieval and disposal of military ordnance. Also available to assist civilian authorities in life threatening situations dealing with explosive devices when civilian explosive technicians or bomb squads are not available.
 14. External Affairs – Those emergency activities that deal with the general public and other entities outside the immediate disaster area. This includes public information and media relations activities.

15. Governor's Proclamation of "Disaster Emergency" – A formal declaration or proclamation by the Governor of Pennsylvania that a disaster has occurred or that the occurrence or the threat of a disaster is imminent. As part of this proclamation, the Governor may waive or set aside time-consuming procedures and formalities prescribed by state law (excepting mandatory constitutional requirements.) The state of disaster emergency continues until the Governor finds that the danger has passed and terminates it by executive order or proclamation, but no state of disaster emergency may continue for longer than 90 days unless renewed by the Governor.
16. Hazardous Materials (HAZMAT) - Any substance or material in a quantity or form which may be harmful or injurious to humans, domestic animals, wildlife, economic crops or property when released into the environment. Hazardous materials are classified as chemical, biological, radiological, nuclear or explosive.
17. Hazards Vulnerability Analysis (HVA) - A compilation of natural and human-caused hazards and their predictability, frequency, duration, intensity and risk to population and property.
18. Joint Information Center (JIC) - A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should co-locate at the JIC.
19. Local Emergency - The condition declared by the local governing body when, in its judgment, the threat or actual occurrence of a disaster requires focused local government action to prevent or alleviate the damage, loss, hardship or suffering threatened or caused. A local emergency arising wholly or substantially out of a resource shortage may be declared only by the Governor, upon petition of the local governing body.
20. Mass Care Centers - Fixed facilities that provide emergency lodging and essential social services for victims of disaster left temporarily homeless. Feeding may be done within a mass care center (in suitable dining facilities) or nearby.
21. Municipality - As defined in the Pennsylvania Constitution, "...a county, city, borough, incorporated town, township or similar unit of government..." (Article IX, Section 14, The Constitution of Pennsylvania).
22. National Incident Management System (NIMS) - A system developed by the federal Department of Homeland Security that provides a consistent, nationwide approach for emergency responders at all levels of government to work together effectively and efficiently. The NIMS includes a core set of concepts, principles and terminology, including ICS (Incident Command Systems), MACS (Multi-Agency Coordination Systems), Training, Identification and Management of Resources, Certification, and the Collection, Tracking and Reporting of incident information.
23. Notification - To make known or inform, to transmit emergency information and instructions: (1) to Emergency Management Agencies, staff and associated organizations;

(2) over the Emergency Alert System to the general public immediately after the sirens have been sounded.

24. Notification and Resource Manual (NARM) – One of the three major components of this plan, the NARM contains lists of personnel and equipment, contact information and other data that are most subject to change. Because of the personal and sensitive nature of its data, the NARM is NOT available to the public.
25. Operational - Capable of accepting mission assignments at an indicated location with partial staff and resources.
26. Political Subdivision - Any county, city, borough, township or incorporated town within the Commonwealth.
27. Presidential Proclamation of "Emergency" - Any occasion or instance for which, in the determination of the President, federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

IMPORTANT NOTE - Before federal assistance can be rendered, the Governor must first determine that the situation is beyond the capabilities of the State and affected municipal governments and that federal assistance is necessary. As a prerequisite to Federal assistance, the Governor shall take appropriate action under law and direct execution of the State Emergency Operations Plan. The Governor's request for proclamation of a major disaster by the President may be accepted, downgraded to emergency or denied.

28. Presidential Proclamation of "Major Disaster" – “Major Disaster” means any natural catastrophe, or any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.
29. Protective Action - Any action taken to eliminate or avoid a hazard or eliminate, avoid or reduce its risks.
30. Public Information Officer (PIO) - That member of the municipal staff or EOC who deals with the media, or who is responsible for informing the public. In this plan, the PIO is responsible for all external affairs activities (ESF # 15.) If no PIO is appointed, those responsibilities stay with the EOC manager.
31. Public Information Statements - Public announcements made by PEMA, county or local official spokespersons via newspapers, radio or television to explain government actions being taken to protect the public in the event of any public emergency. The purpose of the

announcement is to provide accurate information, prevent panic and counteract misinformation and rumors.

32. Reception Center - A pre-designated site outside the disaster area through which evacuees needing mass care support will pass to obtain information and directions to mass care centers.
33. Re-entry - The return to the normal community dwelling and operating sites by families, individuals, governments, and businesses once the evacuated area has been declared safe for occupancy.
34. Resource Typing – A component of the National Incident Management System (NIMS) that standardizes definitions for human and equipment resources. These standardized definitions, certifications and training will allow resources from other parts of the U.S. to work together. Resources are assigned “Type” number that indicates the size/capacity of the resource i.e. a Type 1 Team will have more people and capabilities than a Type 2 or a Type 3 team.
35. Route Alerting - A supplement to siren systems accomplished by pre-designated teams traveling in vehicles along pre-assigned routes delivering an alert/warning message.
36. Special Needs – Individuals in the community with physical, mental, or medical care needs who may require assistance before, during, and/or after a disaster or emergency after exhausting their usual resources and support network.
37. Standby - To be ready to perform but waiting at home or other location for further instructions.
38. Support - To provide a means of maintenance or subsistence to keep the primary activity from failing under stress.
39. Traffic Control Points (TCP) - Posts established at critical road junctions for the purpose of controlling or limiting traffic. TCPs are used to control evacuation movement when an emergency situation requires it.
40. Unmet Needs - Capabilities and/or resources required to support emergency operations but neither available nor provided for at the respective levels of government.
41. Weather Warning - Severe weather is occurring or is about to occur.
42. Weather Watch - Conditions and ingredients exist to trigger severe weather.

APPENDIX C: LISTING OF RELATED AND INCIDENT SPECIFIC PLANS (Published Separately)

1. National Incident Management System (NIMS).
2. Chester County Hazard and Vulnerability Analysis.
3. Chester County Hazard Mitigation Plan.
4. Radiological Emergency Response Plan for Incidents at Limerick Generating Station (Annex E).
5. West Vincent Township Emergency Response Checklists.
6. West Vincent Township Notification and Resource Manual.

MEMO

from: Tommy Ryan
date: June 3, 2025
re: **2025 Road Program bid award**

The Township let for bid the 2025 Road Program, in accordance with the requirements set forth by the Second Class Township Code and other applicable laws, and the lowest responsive and responsible bidder is as follows:

- low bidder: Asphalt Maintenance Solutions, LLC, Center Valley, NJ
- low bid: \$ 295,050.81

I recommend award of this bid be approved at the June 16 Meeting.