



TREDYFFRIN-EASTTOWN FIRE COMMISSION (TEFC)



FIRE COMMISSION AGENDA

Wednesday, March 18, 2026 – 3:00 PM
Berwyn Fire Company, 23 Bridge Avenue

TEFC Board Members: David Miller, Chair, Tredyffrin Township Supervisor, Michael Wacey, Vice Chair, Easttown Township Supervisor, Julie Gosse, Tredyffrin Township Supervisor, Eamon Brazunas, Tredyffrin Township Supervisor, and Susan LeBoutillier, Easttown Township Supervisor

1. Call to Order

2. Pledge of Allegiance

3. Approval of Minutes

- A. Motion to approve the minutes of February 25, 2026, public meeting (Attachment A)

4. Public Comment on Agenda Items

5. TEFC Board Business

- A. Motion to approve the capital purchase of water rescue equipment for the Berwyn Fire Company (Attachment B)

6. TEFC Planning for 2026

- Staff update on Fire Chief job description comments received from volunteer fire companies
- Staff update on Fire Chief recruitment strategy and timeline
- Staff update on TEFC subcommittee meeting and associated tasks
- Staff update on TEFC Solicitor RFP and establishment of an Internal Revenue Service Tax Identification Number

7. New Matters

A. TEFC Board Members

8. Next Meeting

A. Wednesday, April 15th

9. Adjourn Public Meeting

**Tredyffrin-Easttown Fire Commission (TEFC)
Public Meeting
Minutes – February 25, 2026**

A public meeting of the Tredyffrin-Easttown Fire Commission was held on the above date at the Berwyn Fire Company, 23 Bridge Avenue, Berwyn. Commission members present included Eamon Brazunas, Julie Gosse, David Miller, and Michael Wacey. Also, in attendance were Tredyffrin Township Manager William Martin; Easttown Township Manager Don Curley; Tredyffrin Chief Operating Officer Dean Dortone, Tredyffrin Chief Financial Officer Joseph DiRocco; Tredyffrin Director of Operations Darin Fitzgerald; and Recording Secretary Patricia Hoffman. Additionally, representatives from the Berwyn Fire Company, Paoli Fire Company, and Radnor Fire Company were present.

CALL TO ORDER

Mr. Miller called the meeting to order at 3:00 PM.

PUBLIC COMMENT ON AGENDA ITEMS

None

APPOINTMENT OF OFFICERS

Motion made by Mr. Miller, seconded by Mr. Wacey, and passed unanimously to appoint Mr. Martin as temporary chair.

Mr. Martin called for nominations for the position of Chair of the TEFC for 2026. Motion made by Mr. Wacey, seconded by Dr. Gosse, and passed unanimously to nominate and appoint Mr. Miller as Chair for 2026.

Mr. Martin relinquished the position of temporary Chair to Mr. Miller as the elected Chair for 2026.

Motion made by Mr. Miller, seconded by Dr. Gosse, and passed unanimously to nominate and appoint Mr. Wacey as Vice Chair.

TEFC PLANNING FOR 2026

Mr. Miller announced that the Commission met in Executive Session prior to this meeting to discuss HR matters.

Tredyffrin Township staff met with Berwyn Fire Company leadership on February 19 where introductions were made and administrative initiatives were discussed.

Mr. Dortone reported that the five-year financial plan is in progress.

Motion made by Mr. Brazunas, seconded by Dr. Gosse and passed unanimously to approve the Tredyffrin Township and the Easttown Township solicitors for registration of an Internal Revenue Service Tax Identification Number.

Motion made by Mr. Wacey, seconded by Dr. Gosse, and passed unanimously to authorize staff to advertise and receive proposals for TEFC Solicitor Services.

FIRE CHIEF RECRUITMENT PROCESS

Mr. Dortone reported that a draft job description for the Fire Chief position has been prepared and asked that anyone who has input contact him.

Over the next 30 days, Mr. Dortone will contact fire department leadership and work with an HR consultant to finalize the description and package the materials to start the recruitment process. He added that it is anticipated that the timeline to have a chief in place will be about six months.

There was discussion about the communication process for the Commission.

Kerk Peterson, Berwyn Fire Company, asked for clarification of the job title to which Mr. Miller responded that the title will be Chief and he will supervise the paid staff of the Tredyffrin-Easttown Fire Department.

Motion made by Dr. Gosse, seconded by Mr. Wacey, and passed unanimously to approve the Fire Chief position posting and recruitment.

PURCHASING PROCEDURES

Mr. Dortone stated that the goal is to standardize good purchase practices and take advantage of cooperation contracts (e.g. COSTARS).

Two capital expenditures that were added to the budget prior to the creation of the TEFC include:

- Ambulance fit-out for Berwyn Fire Company – near completion
- Water rescue suits – in process

Mr. Brazunas suggested adding capital purchase of the water rescue equipment to the March Supervisors' meeting agendas.

Mr. Martin clarified that any assets purchased going forward become TEFC assets and will be managed by both Townships.

Josh Lichman, Berwyn Fire Company Chief, asked for and received clarification about how funds will be disbursed and capital purchases will be handled. He added that there are a limited number of vendors who supply fire equipment. He expressed concern about how long it may take to get equipment under this new system.

2026 MEETING SCHEDULE

The meeting schedule for 2026 was presented. Meetings will be scheduled to start at 3 PM.

March 18	August 19
April 15	September 16
May 20	October 21
June 17	November 18
July 15	December 16

The dates for proposed 2027 budget hearings at each Township are to be determined but will be scheduled in the evening in October or November.

ADDITIONAL COMMENTS

Mike Baskin, Berwyn Fire Company, expressed concern about the availability of team members to attend meetings.

Berwyn Fire Company presented their Fire Commission Report which included:

Fire incidents

Response times

EMS incidents

Apparatus update

Facilities update – including a review of items related to building issues and punch list items

Brian Zimmerman, Radnor Fire Company Executive Director, thanked the Township Supervisors for their financial support. He expressed support for the Commission's efforts but added that he has concerns about communication.

Mr. Peterson asked if there was a Charter to which Mr. Martin responded that Tredyffrin was setting up a page on their website for the TEFC.

Jay Wustner, Paoli Fire Company Chief, shared his support of this effort adding that Paoli Fire Company is committed to the process.

ADJOURNMENT

The meeting was adjourned at 3:45 PM.



TREDYFFRIN TOWNSHIP MEMORANDUM

DATE: 3/16/2026
TO: Board of Supervisors
FROM: Dean Dortone, Chief Operating Officer
SUBJECT: Fire Department Water Rescue Equipment

The Tredyffrin-Easttown Fire Commission has discussed with the Berwyn Fire Company the need for new water rescue gear. This capital purchase is included in the Tredyffrin Township 2026 Capital Budget.

We have now received a final quote under the PA COSTARS contract, and it is within the limits of the 2026 budget. Staff is recommending approval to purchase this equipment at a COSTARS cost of \$25,293.55. Tredyffrin's share will be 70% and Easttown's share will be 30%.

