

**MIDDLETOWN TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING  
MAY 18, 2015**

**PRESENT**

<b>PAT MALLON, CHAIRPERSON</b>	}	
<b>H. GEORGE LEONHAUSER, VICE CHAIR</b>	}	
<b>DREW KREILING, SECRETARY</b>	}	<b>BOARD OF SUPERVISORS</b>
<b>THOMAS GALLAGHER</b>	}	
<b>WILLIAM OETTINGER</b>	}	
<b>STEPHANIE TEOLI KUHL, TOWNSHIP MANAGER</b>		
<b>JOSEPH PIZZO, ESQ., TOWNSHIP SOLICITOR</b>		
<b>LARRY YOUNG, P. E, TOWNSHIP ENGINEER</b>		

1. Call to Order, Pledge of Allegiance, and Roll Call.

Mr. Mallon called the meeting to order at 7:30 p.m. After the Pledge of Allegiance, Mr. Kreiling called roll. All Supervisors were in attendance along with many interested citizens.

2. Announcements, Correspondence, Awards and Reports.

- a. Next Board of Supervisors Meeting – Monday, June 15, 2015 @ 7:30 p.m.
- b. Sustainable Pennsylvania Community Certification

Mr. Mallon advised that Middletown Township received the Gold Certification from the Pennsylvania Municipal League for municipalities that are working to save money, conserve resources, and serve vibrant communities. Mr. Mallon congratulated the Township Staff on their fine efforts and hard work.

- c. Citizen Recognitions

Mr. Mallon advised that a situation occurred on Presidents' Day where Frank Norris had a cardiac event and through the help of both citizens and the emergency responders were able to save his life. Allison Macmath, civilian who started CPR on Mr. Norris was in attendance and Mr. Mallon presented her with a commendation. State Representative and Langhorne Middletown Fire Chief Frank Farry was also in attendance and presented commendations to the following emergency responders:

Chris Gentry- Utility 21	Patrick McWilliams – Engine 21
Will Simon – 21	Joe Taylor
Andrew Filipczak – Utility 22	Jerry Vacchiano
Kevin Stanford	Gary Wiley
Pete Stanford	Station 22
Tim Walter	Riley Gillespie
	Ray Hopkins
Bill Meredith Fire Police	Bob Walter

The Penn-del-Middletown Emergency Squad members:

Ray McManamon, EMT – Paramedic

Nate Zahustecher, EMT – Paramedic

Beth Hoagland, EMT

Jim Wilkins, EMT - Paramedic

Mr. Mallon thanked Hugh Cooperman from the Penn-del Middletown Rescue Squad and stated that less than 8% of people that suffer a cardiac event similar to Mr. Norris survive. He also mentioned for those of us that live in Middletown, CPR training is an inexpensive course and takes approximately 4 hours to become completely certified.

3. Public Comment. *Non-Agenda Items only.* (Maximum 30 minutes)

There was no public comment.

4. **Consent Agenda Items.**

a. Consideration of authorizing payment of May 18, 2015 Bill List in the amount of \$1,523,528.90.

b. Consideration of approving Payment #2 to Eastern Earthmovers, LLC in the amount of \$15,930 for the Maple Avenue Storm Sewer Extension Project Bank Stabilization.

c. Consideration of approving Payment #1 in the amount of \$ 208,829.61 payable to Sparwick Contracting, Inc. for the Forsythia Crossing Bridge Project.

**ACTION: MR. KREILING MOVED TO APPROVE CONSENT AGENDA ITEMS A THRU C AS LISTED ABOVE. MR. LEONHAUSER SECONDED. MOTION CARRIED BY A VOTE OF 5-0.**

5. 2014/2015 Annual Snowstorm Report

Ms. Teoli Kuhls said there were 13 snow and ice events this past winter with a total 1,325 straight time hours, 954 overtime hours, 317 double time hours, 2,200 tons of salt and snowplow repairs equaling \$12,700 for a total this year in snow removal costs of \$242,619.

Ms. Teoli Kuhls thanked Ginny Frasco of the Department of Public Works for putting this spreadsheet together. The Township appreciates the Highway Departments hard work for snow removal. To date the Department of Public Works is under budget for snow removal and it all depends on whether we have a lot of storms toward the end of the year.

6. Parks and Recreation Update

Debby Lamanna, Director of Parks & Recreation made a presentation including a survey about the residents' satisfaction with the Township's Parks & Recreation programs. Earth Day was April 25<sup>th</sup> at Core Creek Park and is the 12<sup>th</sup> Earth Day for the Township run by the Environmental Advisory Council. This year the Township partnered with Newtown Township, Falls Township, Hulmeville Borough, Upper Makefield Township and Bucks County Parks & Recreation to do Earth Day. Brickman donated 400 trees that were given away during this event and a new sponsor was added this year; United Tire Services, which is located in Bensalem.

A week after Earth Day, the 5<sup>th</sup> Sports Block Party was held at the Community Park and is a great community evening and spotlights all student athletes. The event involved Varsity and Junior Varsity games in softball, baseball and lacrosse. There was also a girl's rugby game going on. There were lots of activities for families; i.e., miniature golf, food trucks, etc.

Ramagli, Real Life Realty sponsors this event and provides total and complete funding for the event every year since the onset of the program.

The Summer Recreation Program has begun taking registrations and there are very few spaces left at the barn for children from Kindergarten through 5<sup>th</sup> grade. The program gets about 400 children every season and about 45 seasonal staff are hired. Ms. Lamanna said that the Summer Recreation Program is a cultural thing for Middletown Township. Staff is being hired that participated in the Summer Recreation Program when they were children.

Mr. Mallon told Ms. Lamanna that she and her staff did a great job with Earth Day and the Sports Block Party.

7. Discussion of Third Party Building Code Administrator and Third Party Electrical Inspector

Ms. Teoli Kuhls advised that an RFP was put out for Third Party Code Administrator and Third Party Electrical Administrator. Proposals were solicited from three third party contractors: Keystone Municipal Services, CodeMasters and Code Inspections, Inc. Proposals were received from Keystone Municipal Services and Code Inspections, Inc. CodeMasters did not submit a proposal.

Both responding firms have significant local experience in this field, with more than forty southeastern Pennsylvania clients each. Keystone Municipal Services has more experience dealing specifically with Bucks County municipalities. Hourly fees for both firms are comparable with Keystone's proposed rate being \$67/hour and Code Inspections' rate being \$61/hour.

Middletown Township has previously utilized the services of Keystone Municipal Services for third party code administration and zoning services and our experience with Keystone has been very positive. The staff recommends Keystone Municipal Services because of their significant experience, competitive rate and prior positive relationship with our community. In addition, Keystone Municipal Services has proposed that company owner, Rich O'Brien, personally serve our Township.

Ms. Teoli Kuhls stated that on the electrical side the staff is recommending United Inspection Agency. This proposal is based on a percentage of fees generated from electrical permits. In 2014 fees generated by electrical plan reviews and inspections were \$151,652 and was paid directly to incumbent, Middle Atlantic Inspections. For the first four months of 2015, Middle Atlantic collected 100% of the fees.

Under the proposed arrangement, Middletown Township will keep 40% of the revenue generated. If this arrangement were in place in 2014, \$60,660 in fees would have remained in the General Fund. Based upon historical fee revenue data, it is expected that an additional \$63,000 in revenue will be generated for the General Fund annually.

**ACTION: MR. KREILING MOVED TO APPOINT KEYSTONE MUNICIPAL SERVICE AS MIDDLETOWN THIRD PARTY BUILDING CODE ADMINISTRATOR. MR. LEONHAUSER SECONDED. MOTION CARRIED BY A VOTE OF 5-0.**

**ACTION: MR. KREILING MOVED TO APPOINT UNITED INSPECTION AGENCY, INC. AS MIDDLETOWN THIRD PARTY ELECTRICAL INSPECTOR. MR. LEONHAUSER SECONDED. MOTION CARRIED BY A VOTE OF 5-0.**

8. Consideration of Approval of Request by Bucks County Community Foundation to hold a community fair at the K-Mart site from May 27<sup>th</sup> through May 31<sup>st</sup>.

Ms. Teoli Kuhls advised that the Township recently received a request by the Bucks County Community foundation to hold a community fair at the K-Mart site on East Lincoln Highway from May 27-May 31, 2015.

The Bucks County Community Foundation has agreed to provide appropriate documentation regarding the layout of the even, confirm that appropriate insurance coverages are in place, fund cost of police support as determined by Chief Bartorilla, obtain written agreement from Sam'[s Club that they do not oppose the event, coordinate all necessary agency approvals including Bucks County Health Department and Pa Department of Agriculture and provide whatever other information Township staff deems necessary.

**ACTION: MR. KREILING MOVED TO APPROVE THE REQUEST OF THE BUCKS COUNTY COMMUNITY FOUNDATION TO HOLD A COMMUNITY FAIR FROM MAY 27, 2015 THROUGH MAY 31, 2015 AT THE K-MART SITE WITH THE CONDITION THAT THE FOUNDATION RECEIVE WRITTEN AGREEMENT FROM SAM'S CLUB THAT THEY DO NOT OPPOSE THE EVEN, THAT ALL APPROPRIATE AGENCY APPROVALS ARE RECEIVED AND THAT ALL APPROPRIATE DOCUMENTATION BE PROVIDED TO THE TOWNSHIP. MR. OETTINGER SECONDED. MOTION CARRIED BY A VOTE OF 5-0.**

9. Other Business.

Mr. Kreiling spoke of the MAA fundraiser; suggested the creation of a new resident/new business packet. Ms. Teoli Kuhls stated that the Township has a new resident/new business packet on the Township website, but it might be a good thing to have a hard copy for handout. She suggested that Scott Sadowsky, Intern working in the township at the present time, could work on this project.

Mr. Kreiling and the other Board members wished everyone a safe and happy Memorial Day weekend.

Mr. Mallon spoke of the new jobs in Middletown Township that are as a result of his being out of town for the last meeting and being in negotiations with his firm. The good news is the culmination of those discussions will result in 70 new jobs in Middletown Township. Mr. Mallon directed anyone watching the broadcast and looking for employment to go to Sykes Enterprises, Inc. website and apply for one of the many positions available.

Mr. Mallon also mentioned the ongoing process in getting Middletown Township back on track was to go out and hire a professional township manager and Middletown was fortunate enough to secure the services of Ms. Teoli Kuhls. Prior to Ms. Teoli Kuhls arrival, those of us familiar with Middletown Township knew that we had a bit of a rotating leadership. In working with our current Township Manager and moving forward, we were faced with the challenges of the infrastructure issues, financial challenges we had making sure that we got our pension fund back on solid footing, which has been accomplished.

A decision was made several meetings ago to bring in MuniLogic which is computerizing and using software to computerize some of our internal processes so that we are not dealing with paper to make our government more efficient and effective. Tonight we are moving forward with the next step which is an organizational review. The process will begin by looking at efficiencies trying to create the most cost effective and most efficient government while at the same time maintaining the services that we have come to enjoy in Middletown Township.

Mr. Young advised the Board that the Township should have some information in the upcoming weeks about the road rebuild that we will be embarking on in an effort to rebuild the infrastructure. Mr. Mallon asked those in the business community if they have the opportunity to influence your organization to invest in Middletown it is a great place to live and work.

Mr. Mallon wished all a safe and happy Memorial Day weekend and advised of the Memorial Day Parade on Monday which begins at the Jesse Sooby VFW Post in Langhorne.

10. Other public comment. (Only applicable if initial Public Comment period exceeds the 30 minute time limit.)
11. Adjournment.

**ACTION: MR. MALLON MOVED TO ADJOURN THE PUBLIC MEETING OF THE MIDDLETOWN TOWNSHIP BOARD OF SUPERVISORS AT 8:10 P.M. MR. KREILING SECONDED. MOTION CARRIED BY A VOTE OF 5-0.**