

# Board of Supervisors Regular Meeting

May 16, 2022 | 7:00 p.m.

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

Mr. Ksiazek called the meeting to order at 7:01 p.m. After the Pledge of Allegiance, Ms. Quirple called roll. Supervisors Ksiazek, Quirple, Payne, Hannah, and Kane attended the meeting, along with the Township Manager Stephanie Teoli Kuhls, Solicitor James Esposito, Assistant Township Manager Nick Valla, and Township Engineer, Isaac Kessler.

## 2) Announcements and Special Items.

a) Next Board of Supervisors Meeting – Monday, June 13, 2022 at 7:00 p.m.

b) Upcoming Events: Annual 4<sup>th</sup> of July Parade – July 4<sup>th</sup> at 9:00 a.m.  
Mr. Ksiazek encouraged all residents to attend.

Mr. Ksiazek recognized the Department of Public Works as it is National Public Works Week. He noted that the Department of Public Works' focus is on infrastructure, facilities, parks, roads which are of vital importance to the community. Mr. Ksiazek thanked the Department of Public Works on behalf of the Board of Supervisors for all of the hard work that they do daily to keep the community safe and functioning.

## 3) Public Comment. *Non-Agenda Items only.*

Francis Grous, 360 Greenridge Drive, suggested collaboration between the Township and Langhorne Borough for the RC3 US Route 1 Project.

Andy Warren, 294 Shady Brooke Drive, thanked the Department of Public Works on National Public Works. Mr. Warren attended and commended the "Coffee with a Cop" event.

Ed Preston, 917 Walnut Street, thanked the Department of Public Works for all of their help to make the Vietnam Veterans Memorial Park a huge success. Mr. Preston presented Eric Gartenmayer, Superintendent of Public Works with a picture in appreciation of their help.

Mr. Ksiazek thanked Mr. Preston for being here tonight and echoed his sentiment. He encouraged everyone to visit the Vietnam Veterans Memorial Park.

Gregory Notta, 308 Swift Road, requested information on the warrant analysis for the proposed traffic signal at the Swift Road intersection to be shared at the planned resident meeting for the project on June 6th.

Paul Schneider, 233 N. Bellevue Ave, questioned the date of the RC3 US Route 1 Project Plan Display Meeting. Mr. Ksiazek stated that PennDOT is targeting July, but no date has been set as of yet. He added that the public will be notified when announced.

John Notta, 308 Swift Road, asked the Board to consider that if the proposed traffic signal at Swift Road is an acceptable risk and questioned the possibly of reducing speed limits.

#### 4) Consent Agenda Items

- a) Consideration of Authorizing Payment of May 16, 2022 Bills List in the Amount of \$886,315.67.
- b) Consideration of Approving the May 2, 2022 Minutes of the Public Meeting of Middletown Township Board of Supervisors.
- c) Consideration of approving Payment Certificate #10 for the Langhorne Gables Drainage Improvement Project, in the amount of \$37,213.42, which incorporates Change Order #6 in the amount of negative \$7,267.50 for reduced quantities.
- d) Consideration of approving Resolution#22-15R authorizing application to DCED Watershed Restoration and Protection Program (WRPP) to restore basin at Delaware Park.
- e) Consideration of approving Resolution#22-16R authorizing Lincoln Plaza Shopping Center Sewage Facilities Planning Module Exemption Mailer.

***Action: Ms. Payne made a motion to approve consent agenda items A-E as listed above; seconded by Ms. Quirple. Motion carried by a vote of 5-0.***

#### 5) Consideration of authorizing award of the 2022 Road Program Bid with Alternates 1 & 2 to James D. Morrissey, Inc. in the amount of \$1,759,680.20.

Isaac E. Kessler, P.E., Township Engineer, provided an overview of the request to authorize the award of the 2022 Road Program Bid. He added that the focus of this year's Road Program is to pave a significant mileage of roadways throughout the Township.

Mr. Kessler explained that a total of three (3) bids were received, with James D. Morrissey, Inc. as the lowest qualified bidder. He added that the bidding process for the 2022 Road Program has been completed per the Township's Responsible Contractor Ordinance (RCO).

Mr. Ksiazek asked Mr. Kessler to review in detail Alternates 1 & 2. Mr. Kessler explained that Alternate 1 is repaving of the Twin Oaks Park main parking lot, and Alternate 2 is construction of two new pickleball courts and one half-court basketball court at the Senior Citizen Center.

***Action: Ms. Quirple made a motion to award the Base Bid, Alternate Bid No. 1, and Alternate Bid No. 2 for the 2022 Road Program to the total amount of \$1,759,680.20, to James D. Morrissey, Inc., seconded by Ms. Payne. A motion carried by a vote of 5-0.***

6) Consideration of adopting the Fire Services Strategic Plan.

Nick Valla, Assistant Township Manager, explained the Township received a draft copy of the Fire Services Strategic Plan. Mr. Valla noted that in September of 2021 a Fire Services Study was conducted and in January 2022, the Board of Supervisors contracted Dynamix Consulting Group to return to conduct a strategic plan.

Mr. Valla added that a community survey and a firefighter survey were conducted in March, and a public strategic planning session was held on April 9, which included the Board of Supervisors, Township staff, and leaders from all four fire companies servicing the Township, as well as Fire & Emergency Management staff. He reviewed a mission statement that was developed by the plan participants.

Mr. Valla explained that the Fire Services Strategic Plan identifies 13 goals across the following four categories: (1) Structure & Funding; (2) Department Head; (3) Volunteer Recruitment, Staffing, & Retention; and (4) Performance Measures. He expressed that the goals within each category were developed by the group assigned to those topics. The Strategic Plan document memorializes the discussions and goals from the April 9th planning session.

Mr. Valla recommended that the Board of Supervisors adopt the strategic plan as a showing of good faith in the process and a commitment to work towards actualizing the goals and objectives of the plan. He added that Township staff will continue to work with fire companies' leaders and stakeholders to implement the goals and objectives identified in this plan.

Mr. Ksiazek mentioned how great of an opportunity it was to have all of the stakeholders together and dedicated to a common goal. He feels that the Township was able to have an effective strategy for the future of fire services in the community.

Ms. Quirple expressed how productive the April 9<sup>th</sup> meeting was and how her expectations of the meeting were exceeded. She added that she looks forward to see where the plan takes the Township.

***Action: Mr. Ksiazek made a motion to adopt the 2022 Middletown Township Fire Services Strategic Plan, seconded by Ms. Payne.***

Mr. Warren questioned if he could receive a copy of the Fire Services Strategic Plan. He also questioned the timeline of implementing the plan. Mr. Ksiazek reviewed the proposed implementation deadline.

***A motion carried by a vote of 5-0.***

- 7) Consideration of Authorizing a Contract with Keystone Floor Products of Bensalem, PA for Public Meeting Room Carpeting.

Ms. Teoli Kuhls reviewed that the proposed improvements to the public meeting room which include the purchase and installation of a permanent dais and desks, new carpeting, upgraded seating and enhancement of audio/visual amenities.

Ms. Teoli Kuhls noted that three contracts were in front of the Board of Supervisors tonight first being, Keystone Floor Products, a CoStars vendor, that provided the lowest of three quotes for the carpet project. Ms. Teoli Kuhls added that the Township has used this vendor for carpeting in the Finance Department and were very happy with the work product.

***Action: Ms. Quirple made a motion to contract with Keystone Floor Products of Bensalem, PA in the amount of \$11,234, seconded by Ms. Payne. A motion carried by 5-0.***

- 8) Consideration of Authorizing a Contract with The Lerro Corporation, Norristown, PA for Audio-Visual Upgrades to Public Meeting Room.

Ms. Teoli Kuhls explained that The Lerro Corporation, a CoStars vendor, has previously provided audio-visual services to the Public Hall. She added that the proposed contract with Lerro will include significant modernization and upgrade of the audio-visual system such as: the existing projector and screen will be replaced with a 98" LED display, a 75" LED display will be installed on the opposite wall providing the audience with direct views to any presentations and/or video calls. She added that there will be 10" inch screens installed in the new dais at each place for direct viewing by the Board of Supervisors and 10" screen will also be installed at each of the two flanking desks.

Ms. Teoli Kuhls reviewed that Lerro includes the installation of a camera behind the dais to provide a direct camera shot of the lectern. She explained that currently, the camera system is unable to get a straight-on shot at residents speaking at the lectern. The new lectern will also be adapted so that presenters will have the opportunity to bring their own laptop for public presentations.

Ms. Teoli Kuhls concluded by explaining that the July Board of Supervisors meeting is planned to be held upstairs in Rooms 220/221, with hopes of returning to the Public Hall for the August meeting.

***Action: Ms. Payne made a motion to approve a contract with The Lerro Corporation of Norristown, PA at a cost of \$46,613.40, seconded by Ms. Quirple. A motion carried by a vote of 5-0.***

9) Consideration of Authorizing a Contract with The Lerro Corporation, Norristown, PA for Production Switcher.

Chad Megeed explained that the existing Production Switcher is failing and needs replacement. He noted significant technical problems that have impacted streaming and recording public meetings.

Mr. Megeed commented that three contractors did look at the current Production Switcher and stated that the issues are due to a hardware failure. He explained that the new production switcher is more robust and has more features that will give us a smooth production and comes with a 2-year warranty and 24/7 support.

Mr. Megeed stated that the switcher was due to be replaced in 2023 but explained that due to the streaming and production issues, replacing this year will help get everything back up and running effectively.

Mr. Ksiazek commented that since the pandemic, live streaming of the Board of Supervisor meetings has become vital for the public to participate and view. He added that this purchase is necessary to provide stable and consistent public access as complains have been received regarding the streaming issues.

*Action: Mr. Ksiazek made a motion to approve a contract with The Lerro Corporation of Norristown, PA at a cost of \$25,063.22, seconded by Ms. Quirple. A motion carried by 5-0.*

10) Other Business.

Jim Ennis, Director of Building & Zoning explained to the Board of Supervisors there is Zoning Hearing Board (ZHB) application scheduled for the May 25<sup>th</sup> ZHB meeting, that he would like to bring to the Board's attention. Mr. Ennis explained that the ZHB #22-17 for 575 Langhorne Newtown Road which is requesting zoning relief to allow for prohibited activities within a FEMA map floodplain. Mr. Ennis questioned if the Board wishes to send Mr. Esposito to participate in opposition of the application.

*Action: Mr. Ksiazek made a motion to consider sending the Township Solicitor to the Zoning Hearing Board to oppose the application of 575 Langhorne Newtown Road.*

*Mr. Ksiazek made a motion to send the Township Solicitor to the Zoning Hearing Board to consider the application of 575 Langhorne Newtown Road.*

*Seconded by Mr. Quirple.*

Mr. Warren questioned the prohibited activities. Mr. Ennis explained that there is

storage of construction equipment and vehicles as well as construction debris. He added this type of activity is fully within a FEMA map floodplain and during a flood event these items could become buoyant and travel downstream.

*A motion carried by a vote of 5-0.*

James J. Esposito, Esq. announced that the Board of Supervisors held an executive session prior to this meeting to discuss litigation matters.

Ms. Teoli Kuhls recognized Department of Public Works team on National Public Works Week. She added that they are a great group of hard-working men.

Ms. Hannah thanked the Department of Public Works and the Parks and Recreation Department for their hard work at the Community Sports Block event held last Friday. Ms. Hannah had the opportunity to attend.

Ms. Hannah shared the on May 9<sup>th</sup> the Human Relations Commissions held their first "Community Conversations with Middletown HRC - Understanding and Appreciating the Native American Experience." Ms. Hannah noted that this event provided education and awareness regarding this important topic. She noted that the HRC will be holding a community book read and a film viewing later this summer.

Ms. Payne noted that the Board previously proclaimed the month of May as Mr. Durante month. She explained that he was an important community member who volunteered his time in the community and with Neshaminy School District. Ms. Payne challenged everyone to complete random acts of kindness before the month is over in Mr. Durante's honor.

Ms. Kane and Ms. Quirple expressed gratitude for the Department of Public Works and their constant hard work throughout the Township.

Mr. Ksiazek personally thanked the Department of Public Works as in addition to all their daily responsibilities, the Township is constantly throwing new projects their way. He added that the Township is fortunate to have a such a hard-working team.

## 11) Adjournment.

*Action: Ms. Quirple made a motion to adjourn the Public Meeting of the Middletown Township Board of Supervisors at 7:50 p.m. Ms. Kane seconded. Motion carried by a vote of 5-0.*