

Board of Supervisors Regular Meeting

Monday, January 23, 2023 | 7:00 p.m.

1) Call to Order, Pledge of Allegiance.

Ms. Payne called the meeting to order at 7:01 p.m.

2) Roll Call.

After the Pledge of Allegiance Ms. Hannah called roll. Supervisors Ksiazek, Payne, Quirple, Hannah, and Kane attended the meeting along with the Township Manager Stephanie Teoli Kuhls, Assistant Township Manager Nick Valla, Solicitor James Esposito, and Township Engineer Isaac Kessler.

3) Announcements.

a) Next Board of Supervisors Meeting scheduled for Monday, February 6, 2023, at 7:00 p.m.

4) Public Comment. *Non-Agenda Items only.*

Tyler Prime, Esq. asked the Board of Supervisors to consider a request from Chick-fil-A to revise the conditions of their land development approval. Ms. Teoli Kuhls and Mr. Esposito explained that Chick-fil-A is welcomed to submit a new application. They confirmed that the conditions in the approval related to transportation were critically important.

5) Consent Agenda Items

- a) Consideration of authorizing payment of January 23, 2023, Bills List in the amount of \$3,440,331.84.
- b) Consideration of approving the January 3, 2023, Minutes of the Public Meeting of Middletown Township Board of Supervisors.
- c) Consideration of approving Change Order #2 for the 2022 Road Program in the amount of (\$506,987.65).
- d) Consideration of approving Payment Certificate #5 for the 2022 Road Program to James D. Morrissey, Inc. in the amount of \$9,529.40.
- e) Consideration of Financial Security Release #1 (final release) for Lykon Subdivision in the amount of \$80,699.03.
- f) Consideration of Financial Security Release #3 (final release) for Wawa Land Development in the amount of \$172,914.10.
- g) Consideration of approving Payment Certificate #1 for the Woodbourne Rd and Swift Rd Improvements to Scott Building Corporation in the amount of \$136,137.06.

h) RDA Grant Resolutions:

- i) Consideration of approving Resolution #23-01R, accepting a grant from the Redevelopment Authority of Bucks County for police vehicles in the amount of \$246,510.00.
- ii) Consideration of approving Resolution #23-02R, accepting a grant from the Redevelopment Authority of Bucks County for public works vehicles in the amount of \$202,590.00.
- iii) Consideration of approving Resolution #23-03R, accepting a grant from the Redevelopment Authority of Bucks County for Penn-del-Middletown Emergency Squad Power Stretchers in the amount of \$65,184.00.

Action: Mr. Ksiazek made a motion to approve consent agenda items A-H, seconded by Ms. Quirple. Motion carried by a vote of 5-0.

6) Consideration of approving Resolution #23-04, establishing Fee Schedule.

Stephanie Teoli Kuhls, Township Manager noted that Township staff recommended changes for the Fee Schedule, most notably the following: nonresidential construction fees involving new buildings and additions has been adjusted, changes to fees related to Subdivision and Land Development Revision will better identify fees and escrows required, as well as several categories have been added to the Fire Protection section to provide additional clarity.

Action: Mr. Ksiazek made a motion to approve Resolution #23-04R, authorizing the Fee Schedule; seconded by Ms. Kane. Motion carried by a vote of 5-0.

7) Consideration of advertising the 2023 Road Program.

Isaac Kessler, Township Engineer shared that the locations in this year's Road Program are: S. Flowers Mill Road (from E. Maple Ave to Lincoln Highway), including drainage improvements near culvert; Frosty Hollow Road (from Upper Orchard Drive to Bristol Oxford Valley Road), Pennhill Drive (cul-de-sac and length of roadway to Neshaminy Street), Rising Sun Avenue (L-shape roadway off W. Lincoln Highway); Included as Alternates: North Fire Station Parking Lot, Frosty Hollow Road walking paths (from Juniper Drive to Bristol Oxford Valley Road).

Mr. Kessler noted that the bid will be prepared to complete the base bid and alternates most effectively within the established budget under the Township's 2023 Capital Improvement Projects.

Ms. Kane asked Mr. Kessler to review the process to determine which roads are added to the list. Ms. Teoli Kuhls added that this is a long-term program with an approximate 15 year goal to complete all Township roads.

Action: Ms. Quirple made a motion to authorize the advertisement to solicit bids for the Township's 2023 Road Program; seconded by Ms. Hannah. Motion carried by a vote of 5-0.

- 8) Consideration of advertising Ordinance #23-01, to prohibit stopping, standing, and parking on Briggs Road between Langhorne-Yardley Road and Paxson Lane during certain days and hours unless otherwise permitted.

Nick Valla, Assistant Township Manager shared that parents park and idle vehicles along Briggs Road to avoid the pick-up line at Maple Point Middle School (MPMS). Mr. Valla added that Briggs Road is across Langhorne-Yardley Road from MPMS and the planned new elementary school.

Mr. Valla noted that the Citizens Traffic Commission (CTC) and Middletown Police are recommending prohibition of stopping, standing, and parking on Briggs Road between Langhorne-Yardley Road and Paxson Lane during the hours of 2:00 PM and 4:00 PM, Monday through Friday unless, otherwise permitted. He explained that residents of this area will be issued up to three parking permits by the Police Department for on-street parking during these hours, mitigating the impact of this restriction on these residents. He added that a similar permit program exists for homes near Neshaminy High School. The proposed times of the restriction align with many other school-driven parking restrictions in the Township and would span the dismissal of both MPMS and the planned elementary school.

Action: Ms. Quirple made a motion to authorize drafting and advertisement of an ordinance to make Briggs Road between Langhorne-Yardley Road and Paxson Lane a No Stopping, Standing, or Parking Zone between the hours of 2:00 PM and 4:00 PM, Monday through Friday, unless otherwise permitted; seconded by Ms. Kane. Motion carried by a vote of 5-0.

- 9) Consideration of approving Volunteer Firefighter and EMS Incentive.

Mr. Valla provided the background of the Volunteer Firefighter & EMS Incentive Program established in 2018. He noted that volunteers shoulder much of the Township's demand for emergency response, especially during overnight and weekend hours.

Mr. Valla explained that this program provides \$250 to active volunteers of each of the Township's four fire companies and the Pennadel-Middletown Emergency Squad (PMES). They are also given a \$100 credit toward Parks & Recreation programming for their family. He added that this incentive is available to volunteers who served in the year 2022.

Action: Ms. Kane made a motion to authorize the 2022 Volunteer Firefighter and Emergency Response Incentive Program; seconded by Ms. Quirple. Motion carried by a vote of 5-0.

10) Consideration of authorizing a Professional Services Agreement with Conrad Siegel.

Stephanie Teoli Kuhls, Township Manager noted that the Board has a proposal for actuary services from Conrad Siegel. She added that Conrad Siegel is a highly qualified public sector actuarial firm that represents municipalities across the state.

Ms. Teoli Kuhls shared that Ashley Wise is the actuary from Conrad Siegel that the Township will be working with.

Action: Ms. Kane moved to approve a Professional Service Agreement with Conrad Siegel, seconded by Mr. Ksiazek. Motion carried by a vote of 5-0.

11) Consideration of authorizing purchase of recycling bins and educational materials for Residential Recycling Container distribution program.

Patrick Graham, Parks and Recreation Program Coordinator, explained that the Township was awarded a grant from the 902 Municipal Recycling Grant Program through the Department of Environmental Protection (DEP) for the purchase recycling containers and education materials for the Resident Recycling Container Distribution Program.

With the goal of increasing recycling and educating best recycling practices in the Township, Mr. Graham explained that project requires authorizations by the Board of Supervisors for two purchases: the recycling containers and the educational materials. He added that the Township received this grant previously in the 2016 for a similar project that was well received by the residents. He explained that the total project cost is \$147,459.00. The DEP grant is \$132,713.00, with a required Township match of \$14,476.00.

Mr. Graham explained that the containers that are being proposed to purchase are 32-gallon recycling lidded recycling containers with wheels. This type of bin will provide residents with a large container that is easy to bring out to the curb. The grant will fund 2,500 containers, which are recommended for purchase from Toter, LLC., a Costars vendor.

Christina Bernhardt, Special Projects Manager, shared that residents will be notified of this program via a postcard by mail, which include a magnet with best recycling practices and pre-registration information. Ms. Bernhardt explained that there will be 2,500 spots for residents to pre-register to pick up a recycling container at the Earth Day event. She added that residents who get a recycling bin will receive a bundle of educational materials.

Mr. Ksiazek questioned if additional containers could be acquired if the program was popular.

Ms. Teoli Kuhls added that the larger recycling bins are something that residents ask for and will significantly improve recycling volumes. She also thanked Mr. Graham and Ms. Bernhardt.

Ms. Quirple confirmed that every resident will receive a postcard and any resident that pre-registers will be able to pick up their recycling bins on Earth Day. Mr. Valla added that residents who are currently served by the Township's Waste Management contract are going to be the ones receiving this mailer.

Ms. Bernhardt confirmed that there will be 2,500 open slots on the Township Parks & Recreation program registration site, RecDesk. He also confirmed that other times can be made available if the resident can not make Earth Day.

Action: Ms. Quirple moved to motion authorize the purchase of 32-gallon recycling containers from Toter, LLC. of Statesville, North Carolina, in an amount not to exceed \$124,579.00, and to purchase recycling educational materials from Custom Magnets, PDQ Printing, and Smith Solutions in an amount not to exceed \$20,380.00, seconded Mr. Ksiazek. Motion carried by a vote of 5-0.

12) Board Resignations and Appointments:

- a) Consideration of accepting the resignation of Tom Tosti from the Planning Commission.
- b) Consideration of accepting the resignation of Jennifer Wilityer from the Human Relations Commissions.
- c) Consideration of accepting the resignation of Matthew Wilityer from the Human Relations Commissions.

Ms. Payne thanked Tom Tosti, Matthew, and Jennifer Wilityer for their service to the Township.

Action: Mr. Ksiazek moved to accept the resignation of Tom Tosti from the Planning Commission; Matthew & Jennifer Wilityer from the Human Relations Commissions seconded by Ms. Quirple. Motion carried by a vote of 5-0.

- d) Consideration of appointments to Township Boards & Commissions.

Humans Relations Commissions

Action: Ms. Hannah made a motion to reappoint David Devore to the Humans Relations Commissions for a 2-year term to expire on 12-31-2024; seconded by Ms. Quirple. Motion carried by a vote of 5-0.

Action: Mr. Ksiazek made a motion to reappoint Donna Fann Boyle to the Humans Relations Commissions for a 2-year term to expire on 12-31-2024; seconded by Ms. Hannah. Motion carried by a vote of 5-0.

Action: Ms. Hannah made a motion to appoint Rachael Zinman to the Humans Relations Commissions for a 2-year term to expire on 12-31-2024; seconded by Mr. Ksiazek.

Motion carried by a vote of 5-0.

Action: Mr. Ksiazek made a motion to appoint Alexander Kaback to the Humans Relations Commissions for a 1-year term to expire on 12-31-2023; seconded by Ms. Hannah.

Motion carried by a vote of 5-0.

Action: Ms. Hannah made a motion to appoint David Till to the Humans Relations Commissions for a 1-year term to expire on 12-31-2023; seconded by Mr. Ksiazek.

Motion carried by a vote of 5-0.

Environmental Advisory Council

Action: Mr. Ksiazek made a motion to reappoint Donna Fiedler to the Environmental Advisory Council for a 3-year term to expire on 12-31-2025; seconded by Ms. Payne.

Motion carried by a vote of 5-0.

Parks & Recreation Board

Action: Mr. Ksiazek made a motion to Rappoint Dori Bower to the Parks & Recreation Board for a for a 3-year term to expire on 12-31-2025; seconded by Ms. Payne.

Motion carried by a vote of 5-0.

Action: Mr. Ksiazek made a motion to reappoint Kristine Piazza-Belser to the Parks & Recreation Board for a for a 3-year term to expire on 12-31-2025; seconded by Ms. Quirple.

Motion carried by a vote of 5-0.

Planning Commission

Action: Ms. Quirple made a motion to reappoint Thomas Piacentino to the Planning Commission for a for a 4-year term to expire on 12-31-2026; seconded by Ms. Kane.

Motion carried by a vote | of 5-0.

Action: Ms. Kane made a motion to appoint Amber Watson-Tardiff to the Planning Commission for a for a 4-year term to expire on 12-31-2026; seconded by Ms. Quirple.

Motion carried by a vote of 5-0.

Action: Mr. Ksiazek made a motion to appoint Ryan Leighton to the Planning Commission for a for a 3-year term to expire on 12-31-2025; seconded by Ms. Quirple.

Motion carried by a vote of 4-1 with Ms. Kane in opposition.

Zoning Hearing Board

Action: Ms. Payne made a motion to reappoint William Cosen to the Zoning Hearing Board for a 5-year term to expire on 12-31-2027; seconded by Ms. Quirple.

Motion carried by a vote of 5-0.

Citizens Traffic Commission

Action: Ms. Quirple made a motion to reappoint Jeff McCard to the Citizens Traffic Commission for a 3-year term to expire on 12-31-2025; seconded by Ms. Payne.

Motion carried by a vote of 5-0.

Action: Ms. Kane made a motion to appoint Rowland Myers to the Citizens Traffic Commission for a 3-year term to expire on 12-31-2025; seconded by Ms. Payne.

Motion carried by a vote of 5-0.

Ms. Payne congratulated all appointed and thanked everyone for their service to the Township.

13) Other Business.

Ms. Kane thanked all volunteers for Township Commissions and encouraged residents to keep submitting their applications.

Ms. Hannah thanked all present volunteers and past for their service.

14) Adjournment.

Ms. Ksiazek moved to adjourn the public meeting of the Middletown Township Board of Supervisors public meeting at 7:38 p.m., seconded by Ms. Quirple. Motion carried by a vote of 5-0.