

Board of Supervisors Regular Meeting

Monday, March 11, 2024 | 7:00 p.m.

1) Call to Order, Pledge of Allegiance

Mr. Ksiazek called the meeting to order at 7:04 p.m.

2) National Anthem performed by Nadia D'Agostino

Before welcoming Nadaia D'Agostino to the dais, Mr. Ksiazek provided a short bio of Ms. D'Agostino.

He thanked Ms. D'Agostino for performing the National Anthem and noted she is welcomed back anytime.

3) Roll Call

After the Pledge of Allegiance Ms. Quirple called roll. Supervisors Ksiazek, 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 Tyler Williams. Supervisor Payne was not present.

Ms. Quirple announced that Chief Joseph Bartorilla, Director of Finance Mega Bhandary, Director of Building and Zoning, Jim Ennis, and Director of Public Works, Eric Gartenmayer, and Director of Parks & Recreation, Paul Kopera, were in attendance.

4) Upcoming Meetings

a) Next Board of Supervisors Meeting – Monday, April 8, 2024, at 7:00 p.m.

5) Special Items

a) Colon Cancer Awareness Month Proclamation

Mr. Ksiazek read the proclamation out loud. He added that the Board of Supervisors are wearing blue today in solidarity and recognition of Colon Cancer Awareness Month.

Donna Fann-Boyle addressed the statistics on colon rectal cancer that in Native Americans it is the third most commonly diagnosed cancer among Native Americans. Mr. Ksiazek thanked Ms. Fann-Boyle for that information.

- b) Developmental Disabilities Awareness Month Proclamation and Presentation by Middletown Human Relations Commission

David Devore, member of the Human Relations Commission (HRC) and on behalf of the members provided an overview of the progress that the HRC has made and the HRC's objectives for the upcoming year.

On behalf of the HRC members, Mr. Devore thanked the Board of Supervisors for the opportunity to present at tonight's meeting. He also thanked Stephanie Teoli Kuhls, Township Manager and Board of Supervisor, Bernadette Hannah who have been with the HRC since the start.

He encouraged anyone in the Township who feels they are being exposed to discrimination of any form to contact the HRC at hrc@middletownbucks.org.

Mr. Ksiazek thanked Mr. Devore and the members of the HRC for their presentation and everything they are doing to make the community a better place.

Mr. Ksiazek read the proclamation out loud.

- c) "This Town Is for The Birds" hosted by the Environmental Advisory Council, Tuesday, March 19th starting at 6:30 p.m. in the Public Hall

Mr. Ksiazek provided a short overview of the seminar and noted that pre-registration is required.

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

None.

7) Consent Agenda Items

- a) Consideration of authorizing payment of March 11, 2024, Bills List in the amount of \$2,070,591.96.
- b) Consideration of approving the February 5, 2024, Minutes of the Public Meeting of Middletown Township Board of Supervisors.
- c) Consideration of Change Order #2 for the 2023 ADA Ramp Program, for a negative \$45,014.08 to balance final quantities and prepare project close out.
- d) Consideration of Payment Certificate #4 (Final) for the 2023 ADA Ramp Program, in the amount of \$49,498.51 for remaining items, retainage, and close out of project per the adjusted reduced contract amount following Change Order #2.
- e) Consideration of Payment Certificate #6 (Final) for the 2023 Road Program, in the amount of \$21,038.60 for completed project items and retainage for project close out.

- f) Consideration of Payment Certificate #2 (Final) for the 2023 CDBG ADA Ramp Project, in the amount of \$4,898.90 for completed project items and retainage for project close out.
- g) Consideration of Payment Certificate #3 for the Department of Public Works (DPW) Phase 1A Winter Operations Project, in the amount of \$618,396.66.

Action: Ms. Quirple made a motion to approve consent agenda items as A-G, seconded by Ms. Kane. Motion carried by a vote of 4-0.

- 8) Neshaminy Consortium Presentation– Karen Ogden, Watershed Specialist, Bucks County Conservation District and Ken Jones, President, Neshaminy Watershed Association.

On behalf of the Bucks County Conservation District and the Neshaminy Watershed Association, Karen Ogden (Bucks County Conservation District, Watershed Specialist) and Ken Jones (Neshaminy Watershed Association President) presented to the Board of Supervisors seeking support and appointment of a Township representative to the steering committee of a newly formed Neshaminy Consortium.

Ms. Ogden explained that six municipalities, two county departments, and local conservation organizations will convene as a Neshaminy Consortium to deliver to the community, that will advocate for responsible use and restoration of land and water resources that sustain the Neshaminy Creek. She added that the collaboration of parties, united by mission, would serve to assist project development, identify restoration opportunities, partner for grant applications, expand environmental education and outreach, and implement conservation projects.

Mr. Ksiazek noted that the members of the Board will take this under advisement.

- 9) Consideration of Revised Final Land Development Approval, 130 Middletown Boulevard & 2340 Lincoln Highway, Langhorne, PA 19047, TMP 22-057-020-006 & 22-057-022, S/LD #22-04, GB General Business Zoning District.

Justin Geonnotti, on behalf of the Applicant, RP130 Middletown LLC and Rusden Properties, explained the proposed project is located at 130 Middletown Boulevard and 2340 Lincoln Highway, also known as the old Bally's site, in the GB General Business Zoning District. Mr. Geonnotti noted that the Applicants are here to present a minor amendment of a plan which previously received Preliminary/Final Approval in September 2022.

Mr. Geonnotti noted that the amendment proposes the construction of two commercial buildings, where the originally approved plan proposed three commercial buildings. He explained the details in full detail and that sidewalk connectivity and crosswalks were added along Middletown Blvd to Lincoln Highway. He added that everything else will remain the same from the original approved plan and that the Applicant has agreed to the same

contribution to create the signal in the traffic impact fee.

Mr. Ksiazek confirmed there have not be any additional variances or waivers other than those that were originally granted by the Zoning Hearing Board and the Board in 2021. Mr. Geonnotti confirmed that was accurate.

Mr. Ksiazek questioned if the Applicant has any tenants lined up for any of their properties. Mr. Geonnotti stated there were no tenants lined up to speak of tonight.

Ms. Kane questioned if the proposed amendments change usage of the proposed sit-down restaurant site previously noted. Mr. Geonnotti noted that it will remain a sit-down restaurant with a revised location of the proposed outdoor patio.

Ms. Kane questioned the proposed turning in out of the site which is now aligned to the apartment complex. Mr. Geonnotti that the Township Traffic Engineer recommended this change and that the Applicant agreed it was a better plan.

Action: Ms. Quirple made a motion to grant Amended Preliminary/Final Land Development approval for 130 Middletown Boulevard & 2340 Lincoln Highway, S/LD #22-04, with the following conditions:

1. Applicant shall comply in full with all requirements of the Middletown Township subdivision and land development ordinance and the Middletown Township zoning ordinance, unless relief was granted by the body having jurisdiction.

2. All comments still outstanding in review letters shall be fully addressed for plans to be considered final, including the approvals of outside agencies (i.e. PennDOT) for completion of the plans in their jurisdiction.

Seconded by Ms. Hannah. Motion carried by a vote of 4-0.

10) Consideration of awarding South Flowers Mill Drainage Project Bid.

Tyler Williams, Township Engineer, shared that the bidding process for the S. Flowers Mill Road Drainage Project has been completed per the Township's Responsible Contractor Ordinance (RCO) and received bids were opened on March 5, 2024.

He provided a brief background of the scope of the drainage improvements which will take place alongside a portion of the east side of South Flowers Mill Road. He noted that currently the water discharges on the side of the roadway, causing erosion and deterioration, the improvements will reconstruct the pipe network to capture stormwater underground.

Mr. Williams explained that a total of nine bids were received with the lowest bidder being N.

Abbonizio Contractors, Inc for \$164,550.00, which leaves \$735,450.00 as the balance for the Road Program budget for the mill and overlay contract and engineering. He added that this project will take place before the mill and overlay project.

Ms. Kane confirmed that N. Abbonizio Contractors, Inc. was the second to lowest bidder. Mr. Williams confirmed that was accurate as the lowest bidder did not qualify with all the Township's RCO requirements.

Ms. Quirple confirmed that this project will begin prior to the milling and overlay work. Mr. Williams confirmed that is accurate.

Ms. Quirple so questioned when the work is anticipated to start. Mr. Williams responded sometime in early April work should begin.

Ms. Kane questioned whether this bid is line with what was anticipated and budgeted for this year's Road Program. Mr. Williams confirmed that the Township anticipates being within budget for all road paving projects this year.

Action: Ms. Hannah moved to award the Base Bid for the S. Flowers Mill Road Drainage Project in the total amount of \$164,550.00 to N. Abbonizio Contractors, Inc, seconded by Ms. Quirple. Motion carried by a vote of 4-0.

11) Consideration of authorization to advertise a public bid for bus services for the Summer Recreation Program.

Patrick Graham, Program Coordinator, explained that the Parks and Recreation Department annually holds a summer program that serves roughly 400 children each year with weekly trips planned.

Mr. Graham noted that prior to the pandemic, bus prices for the Summer Recreation program were well below the bid limit. He explained that over the last few years, the price of bus services has gone up and has hovered around \$20,000, approaching the bid threshold.

He stated with the increase in the cost of transportation and to be prepared, the Parks and Recreation Department would like to prevent any delays in securing bussing if bus quotes were to come in above the bid limit and go out to bid.

Ms. Quirple confirmed that the Parks & Recreation Department anticipates the cost to increase. Ms. Teoli Kuhls reminded the Board that the threshold to go out to bid is \$23,200, and that the Department is being proactive with this request.

Action: Ms. Kane moved to approve for permission to proceed with the public bid of bus services for the 2024 Summer Recreation Program, seconded by Ms. Quirple. Motion carried by a vote of 4-0.

- 12) Consideration of executing an agreement with Law Enforcement Accreditation Services, LLC to provide accreditation consulting services.

Joseph Bartorilla, Chief of Police explained that the Middletown Township Police Department (MTPD) has been accredited by the Pennsylvania Law Enforcement Accreditation Commission (PLEAC) since 2008, with five successful re-accreditations with PLEAC.

Chief Bartorilla noted that the re-accreditation process is an involved labor-intensive process that occurs every 3 years. MTPD's next re-accreditation is scheduled for December 2026, if successful, will place MTPD in PLEAC's premier status. He added that becoming a premier agency reduces the required proofs per standard to one instead of two, and greatly lessens the tremendous amount of work required daily to maintain accredited status.

He explained that the PLEAC accreditation ensures that MTPD is following the most current and up-to-date best practices in law enforcement and that a police department is maintaining the highest standards of operational effectiveness within its community. Chief Bartorilla stated that of over the 1,000 police departments in Pennsylvania, MTPD is one of only about 150 police departments state-wide that PLEAC is accredited.

Chief Bartorilla explained that the overseeing and management of accreditation in-house is becoming increasingly difficult as MTPD is becoming busier without an increase in staffing. He is recommending utilizing an outside consulting agency, which specializes in accreditation, to manage and oversee accreditation for their department. He added that this will allow expert management of the accreditation process without the need to hire an additional employee. He also recommends for this current 3-year period until premier status is achieved, accreditation management will resume internally within MTPD.

He concluded that there will be no budget impact and the MTPD will reallocate funding from the training line item each year to fund the agreement. He mentioned that by implementing this solution MTPD can maintain its commitment to excellence while ensuring efficient use of resources.

Action: Ms. Hannah move to authorize a 3-year agreement with Law Enforcement Accreditation Services for the total amount of \$41,000 paid in equal installments over the course of the three years, with funding to come from the existing police department training budget line item; seconded by Ms. Quirple. Motion carried by a vote of 4-0.

- 13) Consideration of authorizing purchase of upgraded duty weapons for the police department.

Prior to Captain Pete Feeney speaking, Chief Bartorilla announced that members of the MTPD firearms training unit were present. He explained that these members work hard to keep the department well trained. Adding that many are also voluntarily serving on the Regional SWAT team (CERT).

Captain Pete Feeney explained that since 2006, the Middletown Township Police Department has been carrying Smith & Wesson M&P 40 caliber duty handguns with traditional "iron sights." Noting that the current duty weapons were last upgraded approximately 6 years ago to the newest version of this weapons platform.

Captain Feeney shared that the recent developments in ammunition technology has caused a trend in law enforcement nationwide to move back to 9mm as the standard duty caliber. The 9 mm has proven as effective as 40 caliber in stopping lethal threats, while reducing recoil, aiding in better accuracy and less wear and tear on the weapons. This trend has also resulted in a decrease in production of 40 caliber ammunition, an increase in cost, ultimately a change back to 9mm will be necessary at some point.

He added that this proposed change provides the opportunity to consider a more effective sighting system known as Pistol Mounted Optics or "Red Dot" sights. He explained that this sighting system is intuitive to use under stress, easier to teach new shooters and allows officers to be more aware of a suspect's actions throughout an incident.

Captain Feeney reviewed the benefits of using Pistol Mounted Optics and what studies have shown. He noted that recent technological advances have caused pistol mounted optics to become smaller, lighter, more reliable and provided enough battery life to make them practical for duty use.

He reviewed some challenges that the department would have without the upgrade of pistol mounted optics the improvements in technology that have been made such as more durable, better battery life, and more practical for use. He shared that most recently the current guns were not designed to carry them and would take expensive modifications to add pistol mounted optics.

He added that currently within Bucks County there are three municipalities that are carrying pistol mounted optics.

Captain Feeney explained that this upgrade was budgeted in the 2024 Capital Budget. Noting that the initial purchase order for the pistols will be for the full amount of \$34,357.00, and MTPD will receive a credit of \$14,950.00 trade value after transition training is completed and current duty weapons are turned in.

Mr. Ksiazek questioned the transition from the old pistols to the new pistols while adding instruction of the new weapons. Captain Feeney noted that a six-week transition will begin this fall as the old weapons are gradually phased out across the department.

Ms. Quirple questioned the life span of the new pistols. Captain Feeney commented that realistically 10 years would be a good estimate.

Mr. Ksiazek commented that taking the opportunity to acquire the optics during the transition makes the most sense, while improving accuracy and safety for the officers and community.

Motion: Ms. Quirple moved to authorize the purchase of upgraded Smith & Wesson M&P duty weapons with Aimpoint Pistol Mounted Optics and Safariland Holsters for the police department at the cost of \$61,938.47, seconded by Ms. Kane.

Eric Bruno, 79 Sweet Gum Road, questioned who will be responsible for maintaining battery life and other maintenance. Captain Feeney noted that MTPD department armorer will be responsible for the maintenance.

Motion carried by a vote of 4-0.

14) Public Works Vehicle and Equipment Purchases:

- a) Consideration of authorizing purchase of a 2024 F-600 dump truck
- b) Consideration of authorizing purchase of a 2024 F-350 pick-up truck
- c) Consideration of authorizing purchase of a transmission service machine

Eric Gartenmayer, Director of Public Works noted that the Department of Public Works (DPW) researched the PA State Contract Costars list for items that would best serve the Department and the he sought approval for the following purchases: 2024 F-600 dump truck regular cab and chassis Galion stainless steel dump body which includes spreader, plow and hydraulic set up; 2024 F-350 regular Cre Cab pick-up truck equipped with plow and liftgate, lighting package and two-way radio; and one transmission service machine.

Mr. Gartenmayer noted that all the purchases will replace the older models which need to be replaced. He added that the vehicle purchases allocated through RDA funding.

He explained that the transmission service machine will be used by the whole Township fleet and another service that the Township can provide for its fleet.

The following motions:

Action: Ms. Hannah made a motion to authorize the purchase of one (1) 2023 F-600 4x4 SD Regular Cab 145" WB DRW XL, from Chapman Ford of Horsham, PA in the amount of \$72,082. one (1) Galion stainless steel dump body, (1) spreader, (1) plow, and hydraulic set up from U.S. Municipal of Huntingdon, PA in the amount of \$58,947 for a total of \$131,029; seconded by Ms. Quirple.

Ms. Kane questioned how many years he expects this truck to last. Mr. Gartenmayer expects the truck to last for approximalty 15 years.

Motion carried by a vote of 4-0.

Action: Ms. Quirple authorize the purchase of one (1) 2024 F-350 4x4 SD Crew Cab 6.75' box 160" WB SRW XLT, from Chapman Ford of Horsham, PA, (1) Western 8'6" Pro Plus Snow Plow, from US Municipal of Huntingdon, PA (1) Soundoff Signal lighting package, and Two-way radio from S.K.D. Tryon's Inc. of Croydon, PA for a total of \$89,175.42. seconded by Ms. Hannah.

Ms. Kane confirmed that this vehicle would last 15 years as well. Mr. Gartenmayer agreed.

Motion carried by a vote of 4-0.

Ms. Quirple questioned that the purchase of the Transmission Service Machine is a budgeted purchase. Mr. Gartenmayer added that this budgeted purchase will be from the Capital or Road Machinery fund.

Action: Ms. Quirple made a motion to authorize the purchase of one (1) one Transmission Service Machine ADK9801 Inline Transmission Fluid Exchanger, from Snap-On of Newtown, PA for a total of \$6,050; seconded by Ms. Hannah. Motion carried by a vote of 4-0.

15) Consideration of awarding Bucks County Consortium Road and Materials Bid.

Mr. Gartenmayer explained that as a participating member of the Bucks County Consortium, the Middletown Township Public Works Department submitted an estimate on road material items to be used in the upcoming year. He added that there was a total of six bidders with the lowest bidder, Eureka Stone Quarry.

Mr. Ksiazek confirmed that this was allocated in the budget. Mr. Gartenmayer noted that funding for Road Material has been allocated in the 2024 Budget.

Action: Ms. Hannah moved to award the 2024-2025 Road Material Supplies Contract to Eureka Stone Quarry, Chalfont, PA in an amount not to exceed \$59,000; seconded by Ms. Quirple. Motion carried by a vote of 4-0.

16) Discussion of Tax Abatement Program for Volunteer Firefighters.

Nick Valla, Assistant Township Manager, provided an overview of as amended by Act 91 of 2020, which enables municipalities to adopt a real estate (RE) or earned income tax (EIT) credit incentive program for volunteer firefighters and EMS workers. He added that a committee of volunteer firefighters and Township staff has recommended ideas to retain and expand volunteers; a tax credit program was strongly recommended. He added that at the February meeting, 122 volunteers were

certified as active in 2023 across the five volunteer emergency service agencies serving the Township. Those individuals received a \$250 stipend payment for their service. Aside from any tax abatement legislation, it is recommended this stipend program remain as it is currently.

Mr. Valla explained that last December, a survey was conducted of the volunteer firefighters that showed that approximately 70% of volunteers live in Middletown Township with 2/3 of those being homeowners. He noted that per state law, this legislation will only apply to volunteers who live in Middletown Township and those who live outside of Middletown Township would not be eligible.

He explained that there are two different Township taxes that a municipality can forgive; real estate tax and earned income tax. He reviewed for the Board an estimate of how much each of the tax forgiveness programs would cost the Township.

Mr. Valla is recommending to the Board a \$500 tax credit per volunteer allowing the volunteers to claim either a real estate or earned income tax credit at their option for each year.

He then reviewed how the Township would determine the volunteer's eligibility to qualify for the tax credit. He noted that some existing programs in the area require volunteers to attend a percentage of calls or document hours of service. Bensalem Township and Falls Township require 25 hours of service calls to qualify. Bucks County and Bristol Township School District (BTSD) established a point-based system. The volunteer fire chiefs and presidents recommended the BTSD point-based model, though it appears to be written to require 50% of the points needed from fundraising and/or fire prevention activities. He expressed hesitation in recommending the BTSD model. The volunteer fire chiefs and presidents recommended the BTSD point-based model, though it appears to be written to require 50% of the points needed from fundraising and/or fire prevention activities. He expressed hesitation in recommending the BTSD model.

Mr. Valla noted that it is recommended that the Neshaminy School District model be adopted, making anyone responding to 25% of calls eligible, but allowing an option for administrative volunteers to qualify with 25 hours of service to the agency in a given year. He added that the recommended \$500 tax credit described is projected to have an additional budgetary impact of up to \$40,000, beginning in 2025.

Mr. Ksiazek noted that we do not state enough how much the Township values the volunteers of the community. He added that he welcomes the opportunity to do something additional for them over and above what is already being done for the volunteers, including administrative volunteers.

Mr. Ksiazek reviewed in detail with Mr. Valla the qualifications of eligibility for this program.

Ms. Quirple questioned where funding would come from within the budget. Mr. Valla responded that the RE tax credit is paid via rebate check issued by the Township and the EIT rebate is credited to the volunteer during preparation of their tax return.

Ms. Kane questioned whether the budget will be able to handle this going forward. Ms. Teoli Kuhls responded that the EIT revenue is extremely strong. She noted that this would take effect next year and is something that would be incorporated in the 2025 budget.

Action: Ms. Kane made a motion to authorize the Township Solicitor to draft and advertise an ordinance providing a tax credit of up to \$500 from either the Township real estate tax or earned income tax for volunteers meeting one of the following criteria:

1. Volunteer has responded to at least 25% of the calls for emergency service to which the agency responds, or

2. Volunteer has accrued a minimum of 25 hours of service attained by participation in the following activities: response to emergency calls, formal training and drills, administrative and support services, or fundraising.

Seconded by Ms. Quirple. Motion carried by a vote of 5-0.

17) Discussion of 2025-2029 Trash/Recycling Bid.

Stephanie Teoli Kuhls, Township Manager explained that Middletown Township is currently in the final year of a 5-year trash recycling contract with Waste Management. Ms. Teoli Kuhls reiterated for anyone in attendance that the Township has a “single hauler” contract strategy where the Township serves as the contracting agency for Township residents. She added that this type of program allows the residents to receive the lowest possible cost and minimizes the impact of having many haulers traversing Township roadways.

She noted that the current trash/recycling contract which is a separate line item in their real estate trash bills of \$401/annually for twice weekly trash collection and once per week recycling collection, one bulk item per week and weekly yard waste from April through January.

With gearing up to rebid, Ms. Teoli Kuhls explained that the cost of this collection has increased dramatically. She reviewed the cost of surrounding municipalities such as Northampton Township, Upper and Lower Southampton Townships, Bristol Township and Bristol Borough, all with significant increases and far higher than the current Middletown Township rate.

She explained that as we approach the development of a new bid, the Township will need to look at options to minimize the impact of the anticipated increase. With that being said, Ms. Teoli Kuhls explained that two significant possibilities options to address the cost of collection would first be moving to automated trash collection and secondly, moving to once per week trash collection.

Ms. Teoli Kuhls noted that good news was received during the 2023 Township recycle bin distribution that residents were in favor of larger bins that come with automated collection. Adding that moving to once per week collection is a typical part of an automated collection program as residents are provided a 96-gallon trash and recycling wheeled container, which is three times the capacity of a typical container. Another benefit she noted was that residents would no longer have to maintain their own containers as the provided containers would have attached lids that keep the entire process cleaner.

The 2019 public outreach campaign showed that many arguments that were made were mostly perceptions about capacity of the wheeled container and the weight. She shared that during her recent meeting with Waste Management, they highlighted that automated collection is significantly safer for their employees as manual collection exposes their employees to more possibilities for injury. Waste Management confirmed that no employee will lose their job with the change to automated collection.

Ms. Teoli Kuhls' recommendation to the Board to prepare a bid document that provides options for a program that maintains the existing collection, as well as alternatives for a move to automated with once per week collection. She added that another idea for bulk collection is limit bulk collection from one item each week to two items monthly.

She concluded that the Township would like to strengthen the customer service line, initiate an app for the residents to make service requests from, and solicit the public's input and feedback.

Mr. Ksiazek noted that in 2019 he was in favor of moving to automated for a variety of reasons. He noted that at that point and time it was expressed through feedback that the residents were not ready for automated collection at that time. Since that time, he feels that sentiment has changed dramatically.

Mr. Ksiazek also touched on the fact that the sanitation workers are important to the community members and that some have built relations with the residents. He added that with this potential change that improvement of communication and customer service is important to the Township.

He encourages the residents to start thinking about moving to automated once a week collection.

Ms. Kane questioned how we will provide outreach out to the residents. Ms. Teoli Kuhls noted that she will be working with Liz Lawson, Public Information Officer, on strategies, new innovative ideas, while looking back on how the Township engaged residents back in 2019.

Ms. Quirple questioned if we can reach out to surrounding municipalities that have made the switch. Ms. Teoli Kuhls commented that she had already reached out to Bristol Township.

Mr. Ksiazek thanked Ms. Teoli Kuhls for the thorough presentation.

18) Consideration of authorizing a gas supply contract.

Mr. Valla explained that Middletown Township to shop the market periodically to secure electric and natural gas suppliers that can offer a fixed competitive rate for a defined period. He noted before the Board tonight is consideration of a new gas natural supply contract. He added that the only Township property that uses natural gas is the the Municipal Center complex.

He noted that the current 36-month natural gas contract will expire in December 2024 and the Township can lock in a rate to take effect January 2025. He added that the Township's current rate is just shy of \$0.42 per therm.

Mr. Valla reviewed the two options in front of them tonight, being renewable or conventional natural gas. He provided the Board with Rates for both options. Rates are up about 12% (\$240/month). Opting for renewable natural gas would increase this by another 6% (additional \$160/month, \$400/month total).

Mr. Ksiazek restated that the two options would be standard natural gas and the other is to go renewable natural gas. He added that going with renewable natural gas is in line with the sustainability goals of our Township. He also commented that the Township boiler will need to be replaced and will result in increased efficiency, offsetting the additional cost of moving to renewable as opposed to standard natural gas.

Ms. Kane questioned the strategy behind locking in a rate now versus waiting until closer to the end of the current contract's expiration. Ms. Teoli Kuhls noted that a decision does not need to be made tonight. Mr. Ksiazek questioned what Mr. Valla's thoughts are on the rates. Mr. Valla expects the rates to not get any better or worse, the largest driver behind natural gas rates are the worldwide economy and supply and demand.

Ms. Quirple commented that waiting a month is not likely to change the current rates. Mr. Valla added that we could see a jump dramatically if there is an issue with a supplier.

Ms. Teoli Kuhls echoed Mr. Ksiazek's comments that the boiler is going to show the significance of that boiler.

Ms. Kane questioned would the boiler handle renewable and standard gas. Mr. Valla confirmed that it would not make a difference.

Ms. Quirple noted that the chances of the rates going down are slim. Ms. Valla commented that in his opinion he felt that was correct.

Action: Mr. Ksiazek made a motion to authorize the Township to enter into an agreement with WGL to supply 100% renewable natural gas for a term of 36-months beginning January 1, 2025, seconded by Ms. Quirple.

Ms. Kane questioned how much renewable natural gas is on an annual basis. Mr. Valla noted that There is a market increase of \$3,000 per year, the renewable option would add approximately \$2,000 per year, for a total increase of \$5,000 per year.

Motion carried by a vote of 4-0.

19) Q4 Financial Report.

Mega Bhandary, Director of Finance,

Mega Bhandary, Finance Director presented the Q4 2023 Financial and Pension Presentation report providing an overview of Quarter 4 2023 Revenue and Expenses, a brief overview of Investment Fund, and an update on our Pension Plans. See attached presentation.

Ms. Kane questioned if there were any concerns for that are on the radar that we should be aware of. Ms. Bhandary response that she feels the Township budgeted well so far.

Mr. Ksiazek thanked Ms. Bhandary for tonight's presentation.

20) Other Business.

Mr. Esposito announced that the Board of Supervisors held an executive session prior to this meeting to discuss ongoing litigation and personnel matters.

Ms. Teoli Kuhls announced that Middletown Township is the receipt of the Government Finance Officer Association (GFOA) Excellence Award in financial reporting award. She added that this is the 20th time the Township has been recognized for this award. She thanked Ms. Bhandary and her team, as well as Mr. Valla for all their hard work.

Mr. Ksiazek congratulated the team as well as Ms. Teoli Kuhls for this tremendous accomplishment.

Ms. Hannah, Ms. Quirple and Ms. Kane echoed each of their congratulations to the team.

Ms. Hannah thanked the HRC for their presentation. She also thanked the Middletown Township Police Department for their support with Neshaminy High's Gym Night.

21) Adjournment.

Ms. Quirple moved to adjourn the public meeting of the Middletown Township Board of Supervisors public meeting at 9:03 p.m., seconded by Ms. Kane. Motion carried by a vote of 4-0.

Middletown Township Q423 Financial and Pension Presentation (Unaudited)

1

All Funds Overview – Q4-2023 vs Budget

Revenue			
Fund	Budget	Actuals	% - Actual vs Budget
01 - General Fund	25,142,968	25,009,964	99%
02 - Street Lighting Tax Fund	420,600	442,280	105%
03 - Fire Protection	1,192,400	858,974	72%
04 - Parks & Recreation	1,513,360	1,625,379	107%
05 - Ambulance and Rescue	232,500	230,915	99%
06 - Road Machinery Tax Fund	158,700	182,317	115%
07 - Fire Hydrant Tax Fund	71,050	72,208	102%
08 - Fire Apparatus Fund	-	339,256	0%
09 - Sanitation Fund	4,913,400	5,042,141	103%
10 - Middletown Country Club	38,256	50,565	132%
11 - Farm Fund	74,400	74,879	101%
23 - Debt Service	2,808,500	2,850,658	102%
30 - Capital Reserve	585,361	8,917,089	1523%
35 - Highway Aid	1,261,529	1,354,530	107%
Revenue Total	\$ 38,413,024	\$ 47,051,155	122%
Expenses			
Fund	Budget	Actuals	% - Actual vs Budget
01 - General Fund	25,142,967	26,265,905	104%
02 - Street Lighting Tax Fund	498,100	467,762	94%
03 - Fire Protection	804,000	968,210	120%
04 - Parks & Recreation	1,676,150	1,761,440	105%
05 - Ambulance and Rescue	233,000	232,270	100%
06 - Road Machinery Tax Fund	510,000	420,055	82%
07 - Fire Hydrant Tax Fund	62,000	62,250	100%
08 - Fire Apparatus Fund	-	-	0%
09 - Sanitation Fund	5,062,307	4,779,958	94%
10 - Middletown Country Club	50,000	32,917	66%
11 - Farm Fund	11,968	9,392	78%
23 - Debt Service	2,813,225	2,824,068	100%
30 - Capital Reserve	9,074,950	7,567,422	83%
35 - Highway Aid	1,945,800	699,611	36%
Expense Total	\$ 47,884,468	\$ 46,091,261	96%

*Includes \$2.25M ARPA Funding, \$2M GF Transfer to Capital and \$2M Investment Fund Transfer to Capital

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General Fund Overview – Q4 2023 vs Budget

General Fund	Budget	Actuals	Actuals vs Budget
Revenue	25,142,968	25,009,964	99%
Expense	25,142,968	26,265,905	104%
Revenue-Expense Total	-	(1,255,941)	N/A

Fund Revenue Category	Budget	Actuals	Actuals vs Budget
Real Property Taxes	4,285,000	4,280,228	100%
Per Capita Taxes	142,000	137,883	97%
Real Estate Transfer Taxes	1,800,000	1,180,500	66%
Earned Income Taxes	9,000,000	9,836,136	109%
Mercantile Taxes	1,175,000	1,128,287	96%
Local Services Taxes	1,000,000	1,043,579	104%
Amusement Taxes	1,500,000	1,165,981	78%
Cable Television Franchise Fee	940,000	901,087	96%
Public Safety - Police	554,000	540,950	98%
Public Safety - Fire Protection Permits, Inspections, Reports	600,500	556,276	93%
Public Safety - B&Z Permits	1,598,000	1,692,898	106%
Public Safety - Parking Transaction Fee	280,000	292,534	104%
Interest Earnings	200,000	981,906	491%
All Other (Grants, State Shared Revenue, Donations, Misc)	2,068,468	1,271,718	61%
Total	\$ 25,142,968	\$ 25,009,964	99%

* Includes \$2M Transfer to Capital Fund

Fund Expense Category	Budget	Actuals	Actuals vs Budget
Salaries and Wages	14,334,000	13,833,672	97%
Benefits	8,664,807	8,112,061	94%
Interfund Transfer	-	2,000,000	0%
Other Operating Costs	(2,189,946)	(1,837,908)	84%
Total	\$ 25,142,968	\$ 26,265,905	104%

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Capital Fund Overview – Q42023 vs Budget

Capital Fund	Budget	Actuals	Actuals vs Budget
Revenue	585,361	8,917,089	1523%
Expense	9,074,950	7,567,422	83%
Revenue-Expense Total	(8,489,589)	1,349,667	-16%

Fund Revenue Category	Budget	Actuals	Actuals vs Budget
Grants	530,361	1,482,888	280%
ARPA	-	2,253,726	0%
Interfund Transfer	-	4,000,000	0%
Interest and Traffic Impact Fee	55,000	1,180,476	2146%
Total	\$ 585,361	\$ 8,917,089	1523%

*Includes \$2.25M ARPA Funding, \$2M GF Transfer to Capital and \$2M Investment Fund Transfer to Capital

Fund Expense Category	Budget	Actuals	Actuals vs Budget
ADA Curb Ramp Program	400,000	725,244	181%
Body Cameras	300,000	-	0%
Comprehensive Park Plan	110,000	-	0%
DPW Vehicles	202,590	202,611	100%
EV Charging Station	430,000	293,826	68%
Fire Engine and Equipment	1,000,000	-	0%
Firefighters' Park	300,000	501,882	167%
Langhorne Yardley Road TIP	240,000	402,100	168%
Municipal Center Improvements	150,000	185,725	124%
Police Vehicles	210,000	219,845	105%
Public Works Site Improvements	1,000,000	2,053,567	205%
Residential Recycling Containers	150,000	112,393	75%
Road Improvement	1,000,000	655,077	66%
Storm Sewer and Drains Projects	1,940,000	146,381	8%
Swift Road and Woodbourne Road	950,000	969,823	102%
Traffic Signal Replacements	140,000	155,437	111%
Transportation Projects	80,000	-	0%
Other (Grant Writer, PY Projects, P&R Emergency Projects)	472,360	943,511	200%
Total	\$ 9,074,950	\$ 7,567,422	83%

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Investments Overview

Summary of Investment Account as of 12/31/2023						
Bank	Type	Maturity Date	Interest Rate	Original Balance	Current Balance	Interest Income/Earnings
PFM Managed Account/US						
Bank Custody	Investment Fund	N/A	N/A	\$ 38,262,294	\$ 38,137,891	\$ 241,781
	PLGIT	Money Market	N/A	\$ 1,375,552	\$ 568,717	\$ 18,609
	PFM Subtotal			\$39,637,846	\$38,706,608	\$ 260,390
Univest	Money Market	N/A	5.64%	\$ 1,422,357	\$ 1,576,008	\$ 153,651
	Other Subtotal			\$ 1,422,357	\$ 1,576,008	\$ 153,651
	Total			\$41,060,203	\$40,282,616	\$ 414,041

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Pension Update

Non-Uniform	Uniform
Beginning Balance: \$9,197,572	Beginning Balance: \$45,001,845
Ending Balance: \$10,332,759	Ending Balance: \$50,522,771
12.3%	12.3%

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