

Board of Supervisors Regular Meeting

Monday, November 17th, 2025 | 7:00 p.m.

1) Call to Order, Pledge of Allegiance

Mr. Ksiazek called the meeting to order at 7:01 p.m.

2) Roll Call

After the Pledge of Allegiance, Ms. Quirple called roll. Supervisors Ksiazek, Quirple, Kane were in attendance. Ms. Hannah was actively listening in. Also present were Township Manager Eden Ratliff, Assistant Township Manager Nick Valla and various department heads

3) Upcoming Meetings and Events

- a) Next Board of Supervisors Meeting – Monday, December 15, 2025, at 7:00 p.m.
- b) Shop with a Cop - Saturday December 6, 2025, at Oxford Valley Target
- c) Annual Holiday Open House – Thursday December 11, 2025, from 5:30 PM to 7:30 PM at the Middletown Township Municipal Center

4) Special Items

- a) Swearing in Officer Tyler Michniewicz and Antonio Fields

Chief Joseph Bartorilla provided a brief introduction of Police Officers Tyler Michniewicz and Antonio Fields.

Officer Tyler Michniewicz joined the Middletown Township Police Department in 2025 after completing several years of distinguished military service, including overseas deployments in South Korea and Poland. He rose to the rank of Sergeant in the U.S. Army, leading a multinational intelligence team and earning an associate's degree in Korean language from the Defense Language Institute. He is currently attending the Temple University Police Academy and proudly follows in the footsteps of his father, John, a recently retired lieutenant.

Officer Antonio Fields joins Middletown Township with a degree in Criminal Justice and a strong background as a student-athlete. He is an accomplished martial artist with a purple belt in Brazilian jiu-jitsu and experience competing in amateur MMA and boxing. Antonio is excited to begin his service with the Township and is committed to contributing to the safety and well-being of our residents.

Chief Joseph Bartorilla welcomed both Officer Michniewicz and Officer Fields as the newest officer with the Middletown Township Police Department.

Officer Tyler Michniewicz and Officer Antonio Fields were then sworn in as a Middletown Township Police Officers by Mr. Ksiazek.

Mr. Ksiazek welcomed both officers to Middletown Township.

b) Proclamations:

Ms. Quirple read the following proclamations out loud:

- Native American Heritage Proclamation
- Small Business Saturday Proclamation

5) Public Comment – Non Agenda Items

Sheldon Post, Red Rose Gate, expressed concerns about previously approved development projects, noting vacancies at the Reedman warehouses and low occupancy at Atley Square as it enters Phase II. He encouraged the Township to apply greater scrutiny to large-scale proposals before granting final approvals. He provided an update on the Youth Aid Panel, thanking Township partners for their support and highlighting the need for additional community service opportunities for participating youth. He concluded by offering well wishes for the holidays and new year.

Lance Sagers, 98 Queen Lily Road, questioned the Board's interpretation of fair housing laws discussed at the previous meeting, arguing that limiting Habitat for Humanity homes to Middletown residents may not be illegal based on his research and attorney feedback. He also raised concerns about a lack of Township-initiated audits of volunteer fire companies since at least 2012, noting that audit records requested through Right-to-Know did not exist and emphasizing the need for financial accountability when taxpayer funds are involved. In response, staff clarified that while the Township has not exercised its contractual right to audit, volunteer companies do undergo independent audits and state fire relief funding is reviewed by the Attorney General's office.

6) Consent Agenda Items

- a) Consideration of authorizing payment of November 17, 2025, Bills List in the amount of \$6,824.281.74.
- b) Consideration of approving the October 6, 2025, Minutes of the Public Meeting, October 13, 2025, Minutes of the Budget Workshop Meeting, and October 20, 2025, Minutes of the Budget Workshop Meeting of the Middletown Township Board of Supervisors.
- c) Consideration of authorizing the purchase of one (1) 2026 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H) Aerial Lift Bucket Truck for a total of \$171,177.
- d) Consideration of authorizing Resolutions #25-24R and #25-25R authorizing applications to the Local Share Account Grant Program.
- e) Consideration of authorizing Financial Security Release No. 1 (Final) – 517 Deer Drive Subdivision and Land Development in the amount of \$88,580.25.
- f) Consideration of authorizing 2025 Middletown Township Liquid Fuels Road Program – Payment Certificate #1 in the amount of \$256,019.40.
- g) Consideration of authorizing 2025 Middletown Liquid Fuels Road Program – Change Order #1 in the net amount of negative \$1.40 for adjusted quantities.
- h) Consideration of authorizing Middletown Stormwater Pipe Lining Project – Payment Certificate #1 in the amount of \$24,825.00.

- i) Consideration of authorizing Middletown Stormwater Pipe Lining Project – Change Order #2 in the net amount of \$275.00 for adjusted quantities.
- j) Consideration of authorizing Langhorne Gables Drainage Improvements Phase II – Payment Certificate #1 in the amount of \$374,179.44.

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

7) Discussion of Sign Ordinance amendment

This agenda item was tabled to allow for further review and will be brought back at a future meeting.

8) Stormwater Advisory Committee Updates

Mr. Valla provided an update on the Stormwater Advisory Committee, noting that the group has been meeting monthly since its establishment in the summer and has been handling numerous appeals and resident concerns related to the stormwater impact fee. The Committee was commended for its exceptional work, and the public was reminded of its upcoming meeting on Wednesday

a) Consideration of authorizing advertisement of an amendment to the Stormwater Impact Fee Ordinance.

The Stormwater Advisory Committee recommended a targeted amendment to the stormwater ordinance to exclude private streets, sidewalks, and residential parking areas from impervious surface calculations for homeowners associations, noting that these features mirror Township-owned infrastructure that is not subject to the fee. The financial impact of this change, approximately \$25,000, was determined to be minimal compared to the overall stormwater fee revenue. The Board unanimously voted to authorize the Township Solicitor to draft and advertise the proposed ordinance amendment.

Action: Mr Ksiazek made a motion to authorize the Township Solicitor to draft and advertise an ordinance to amend Chapter 428 of the Middletown Township Code of Ordinances to eliminate streets, sidewalks, and residential parking areas from the calculation of impervious surface area for properties owned by a homeowners association, seconded by Ms. Kane. A motion carried by a vote of 4-0.

b) Consideration of Resolution #25-26R Adopting a Stormwater Impact Fee Credit Policy.

The Board reviewed the Stormwater Advisory Committee's recommended Stormwater Impact Fee Credit Policy, a state-required program that offers credits to property owners who implement approved stormwater best management practices (BMPs). The policy establishes credit opportunities for both non-residential and residential properties, outlines application and renewal requirements, and is projected to reduce annual revenue by approximately \$50,000 while improving stormwater mitigation.

Action: Mr. Ksiazek made a motion to adopt resolution number 25-26R adopting a stormwater impact fee credit policy, seconded by Ms. Quirple. A motion carried by a vote of 4-0

9) Consideration of authorizing advertisement of a Request for Proposals (RFP) for Pension Investment Management Services.

Mr. Ratliff provided an overview of the Township's two pension plans, valued at approximately \$70 million. The current manager, Stifel, charges 78 basis points, resulting in about \$55,000 in annual management fees plus \$61,000 in internal investment fees. Comparable municipalities typically pay 35–45 basis points. Mr. Ratliff emphasized that while the current manager provides strong service, issuing a request for proposals (RFP) would allow the Township to evaluate more cost-effective options. Board members expressed support for reviewing competitive proposals, noting the last RFP was conducted in 2018.

Action: Ms. Kane made a motion to authorize the township manager to advertise a request for proposal for pension investment management services, seconded by Ms. Quirple. A motion carried by a vote of 4-0.

10) 2026 Budget Presentation

Mr. Ratliff presented the proposed 2026 annual budget and reviewed the budget process and timeline, noting that five public budget workshops were held beginning in August to discuss revenues, operating and capital needs, and Board priorities. The full 2026 budget book, executive summary, and recordings of all budget meetings are available on the Township website and via QR code.

Mr. Ratliff noted a continuing structural operating deficit where expenses are outpacing revenues by approximately \$2.8 million. He explained that the Township has relied on reserves and one-time transfers since at least 2018 and that continued use of fund balance would violate the Township's 25% fund balance policy and risk its AAA bond rating. To close the gap and maintain current service levels, the proposed budget includes a 6.08 mill real estate tax increase dedicated to fire, EMS, and parks and recreation, and an increase in the earned income tax rate from 0.5% to 1.0%. The average annual impact to a typical household is estimated at approximately \$179 in real estate tax and \$323 in EIT. Major funded initiatives include expanded road paving, stormwater and ADA improvements, park projects, added public works and fire staff, a professional engineer position, and full funding of the fire apparatus plan.

Board members thanked staff and the budget team for their work, acknowledged prior efforts to avoid tax increases, and emphasized the need to address the long-standing structural deficit while preserving Middletown's quality of life. The Board encouraged residents to review the budget materials and participate in the December 4 budget town hall.

a) Presentation and consideration of authorizing advertisement of the 2026 Budget.

- b) Consideration of authorizing advertisement of a public notice to increase the Earned Income Tax rate to 1.0%.
- c) Consideration of authorizing advertisement of an ordinance to allow for increased Real Estate Tax levies for Fire Protection and Ambulance & Rescue.

Action: Mr. Ksiazek made a motion to authorize number one, advertisement of the Middletown Township 2026 proposed budget, number two, drafting an advertisement of a public notice to increase the Middletown Township earned income tax rate to 1% and number three drafting an advertisement of an ordinance to increase the maximum real estate tax levies to 10 mills for fire protection services and 5 mills for ambulance and rescue services, seconded by Ms. Quirple. A motion carried by a vote of 4-0.

11) Consideration of authorizing advertisement of an amendment to the Volunteer Service Tax Credit Ordinance.

Mr. Valla explained that the proposed 2026 budget includes increasing the volunteer stipend from \$250 to \$599 for all certified fire and EMS volunteers, the maximum allowed without tax implications. The Township is also proposing a legislative change to raise the tax credit specifically for volunteer firefighters, allowing those who respond to at least 25% of their agency's calls, and meet existing hours requirements, to receive up to 100% of their Township real estate or earned income tax liability, rather than the current \$500 cap. Board members emphasized the importance of supporting volunteer firefighters, noting nationwide declines in volunteerism and the critical role these volunteers play in public safety and community resilience.

Action: Ms. Quirple made a motion to authorize the township solicitors to draft and advertise an ordinance to increase the volunteer service tax credit for eligible firefighters to 100% of the townships real estate tax and earned income tax liability for volunteers who respond to at least 25% of the calls for emergency services to which the agency responds taking effect for tax year 2025, seconded by Ms. Kane. A motion carried by a vote of 4-0.

12) Other Business

Mr. Ksiazek noted that the Township will have two new Supervisors joining the Board in January. The Chair congratulated and welcomed Ryan Leighton and Christian Gallardo, stating that they will be sworn in in January and expressing appreciation for their willingness to serve and excitement for the great work they will contribute to Middletown Township.

Mr. Valla stated he is excited to see the public at the town hall meeting on December 4th.

Mr. Esposito requested one clarification for the minutes: Supervisor Hannah initially participated by phone and arrived in person at 7:58 PM. He asked that this be noted in the minutes.

Mr. Ratliff thanked the team for the work and effort that made the evening's process possible. He noted his appreciation for the extensive work that went into completing the presentation and stated that his thanks could not be expressed enough.

13) Adjournment

Mr. Ksiazek moved to adjourn the meeting of the Middletown Township Board of Supervisors' public meeting at 8:39 p.m