

Board of Supervisors Regular Meeting

Monday, October 6th, 2025 | 7:00 p.m.

1) Call to Order, Pledge of Allegiance

Mr. Ksiazek called the meeting to order at 7:03 p.m.

2) Roll Call

After the Pledge of Allegiance, Ms. Quirple called roll. Supervisors Ksiazek, Quirple, Hannah and Kane were in attendance. Also present were Township Manager Eden Ratliff, Assistant Township Manager Nick Valla, Solicitor James Esposito, Township Engineer Isaac Kessler, Police Chief Joseph Bartorilla, Director of Building and Zoning Jim Ennis, Director of Parks and Recreation Paul Kopera, Director of Finance Laura Hucklebridge, and Director of Public Works Eric Gartenmayer.

3) Upcoming Meetings

- a) Next Board of Supervisors Meeting – Monday, November 17, 2025, at 7:00 p.m.
- b) Budget Workshops – Monday, October 13, 2025, and Monday, October 20, 2025, at 6:00 p.m. at the Middletown Township Municipal Center

4) Special Items

Proclamations

Mr. Ksiazek read the following proclamations out loud:

- Fire Prevention Month Proclamation
- Community Planning Month Proclamation
- Disability Employment Awareness Month Proclamation

Ms. Quirple announced there will be a Fire Prevention Expo on October 11, 2025 from 10:00 a.m. to 2:00 p.m. at Restaurant Depot featuring local fire companies, vendors and events for the community to enjoy.

5) Public Comment – Non Agenda Items

David Cahill, 462 Cynthia Ave, Dave Cahill, 462 Cynthia A, Pendell, addressed the Board regarding the financing and ownership status of "Tower 8" (Pendell Fire Company). Mr. Cahill stated he has been seeking loan documents for over a year and asked whether truck-fund or township payments were listed as income on the fire company's loan documents. He expressed concern about the cost of the apparatus (referencing figures discussed during the meeting) and whether the township's actions effectively made the township a co-owner of the truck. He requested that the loan documents be made available and called for an investigation if irregularities are found. Township representatives responded that the township paid the principal payoff amount to assume the apparatus into the regional fleet, that the original loan remains a document between the lender and Pendell Fire Company, and that the township did not sign or take out the original loan. The Board noted that financial records and contracts are public records and offered to assist Mr. Cahill in obtaining the documents.

from the proper custodians. No action was taken.

Lance Sagers, 98 Queen Lily Road, raised concerns about hearings for large development projects being rescheduled after initial public input, suggesting this limits resident participation.

Sagers noted the recent approval of an overlay for Woods Services property and the concern about potential resale to outside developers and the effect of apartments on the community. Sagers requested coordination with the Neshaminy School District on potential impacts of new house developments and overcrowding. He also commented on the Township's Comprehensive Plan.

Supervisor Ksiazek emphasized that school districts impacts are taken into account and reiterated its commitment to considering school and community impacts.

Bill Reed, 163 White Swan Way, reported an issue regarding clearing and environmental damage on a Township-owned space parcel behind the development caused by ATV activity. Reed stated he contacted the Township and Police Department on Friday and the matter was addressed promptly. Reed thanked the Police Department and Township for their professionalism and quick response. The Board thanked Reed for bringing the issue to their attention and acknowledged the work of staff and police in resolving the matter quickly.

Christopher Nowakowski, 29 Alberts Way, asked if the Township has an inspector who monitors public works projects during and after construction, citing concerns about the ongoing Core Creek Park trail extension. Assistant Township Manager Valla clarified that project is being led by the County, not Middletown Township, but those concerns will be brought to the County's attention.

Nowakowski also expressed disappointment that the Township Tax Collector did not attend the meeting following prior public comment.

Fran Grous, 360 Green Ridge Road, expressed frustration with repeated political commentary during public comment and urged that meetings focus on community issues rather than political ones.

Grous agreed with prior comments regarding the Woods Services development and raised concerns about the Township permitting excessive building. Grous stated that increased impervious surfaces contribute to stormwater runoff, which residents are now being taxed for.

Grous shared personal history regarding issues with water pressure since moving to Middletown in 1998. She questioned whether the existing water infrastructure, particularly without a new pumping station, can support continued development.

Eric Bruno, 79 Sweetgum Road, noted the lack of bike racks throughout the Township and suggested the Township send a courtesy request to shopping centers. The Board thanked Mr. Bruno for his suggestion and agreed to consider his suggestion.

6) Consent Agenda Items

- a) Consideration of authorizing payment of September 8, 2025, Bills List in the amount of \$2,142,924.15.
- b) Consideration of approving the August 11, 2025, and August 18, 2025, Minutes of the Public Meeting and Budget Workshop Meeting of Middletown Township Board of Supervisors.
- c) Consideration of approving Resolution No. 25-15R entering into an intergovernmental agreement to participate in a grant application for Towns Against Graffiti
- d) Consideration to suspend Ordinance No. 337-103(D) on Saturday, September 27, 2025, Saturday, October 4, 2025, and Thursday, December 11, 2025, to permit beer gardens on Township property.
- e) Consideration of Financial Security Release No. 9 in the amount of \$44,084.50 for site items completed to date for the Oxford Valley Mall Multifamily Redevelopment (S/LD #20-68).
- f) Consideration of Financial Security Release No. 10 (Final) in the amount of \$241,752.75 for site items completed to date for the Oxford Valley Mall Multifamily Redevelopment (S/LD #20-68).

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

7) Consideration of Land Development Plan Approval for the St. Mary Medical Center MRI expansion at 1201 Langhorne-Newtown Road, Langhorne, PA 19047 (TMP 22-004-019) S/LD #25-05 (RA-2 Zoning District)

Director of Building and Zoning Jim Ennis introduced the application. St. Mary Medical Center is proposing a 1600 sq. ft. building addition to expand the MRI wing at the hospital. Mr. Ennis showed plans and site development documents and advised it was fully reviewed by Township staff and consultants. The Planning Commission provided a unanimous recommendation of approval on August 6, 2025, with the following waivers:

- Partial waiver from the SALDO section to not include parking calculations on the planning zoning table
- Partial waiver from the SALDO section to not require Middletown Townships Arbor Commission approval of the landscape plan
- Full waiver allowing preliminary/final land development approval

Action: Mr. Ksiazek made a motion to grant Land Development Plan approval for St. Mary Medical Center MRI Expansion at 1201 Langhorne-Newtown Road, S/LD #25-05, 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. Any remaining review comments shall be addressed in full.**

Ms. Kane seconded the motion.

Christopher Nowakowski, 29 Alberts Way, pointed out a dated sign at St. Mary Medical Center referencing former Governor Tom Corbett.

The motion carried by a vote of 4-0.

8) Consideration of Executing a Memorandum of Understanding (MOU) with Penndel Fire Company for Joint Ownership of Tower 8 Fire Apparatus

Township Manager Eden Ratliff presented a proposal for a Memorandum of Agreement between Middletown Township and Penndel Fire Company regarding Tower 8, an aerial fire apparatus. The proposal included paying off the remaining principal balance of approximately \$569,000 on Tower 8. By doing so, the Township would avoid future interest costs estimated at \$241,000, as the current loan rate of 3.18% was subject to recalculation projected to be approximately 7% in the near future.

Mr. Ratliff explained that this action was consistent with the Township's long-term fire apparatus plan, which was developed in coordination with all four volunteer fire companies. The plan acknowledges the need for at least two aerial devices within the Township, one with the Langhorne-Middletown Fire Company and the other being Tower 8 at the Penndel Fire Company. The MOU would establish joint ownership of Tower 8 between the Township and Penndel Fire Company, allowing both volunteer and career staff to use the apparatus as needed.

Solicitor Esposito confirmed that a substantially complete draft of the MOU had been prepared, and the request before the Board was to authorize the Township Manager to execute the final document once approved by both the Manager and Solicitor.

Mr. Ratliff provided examples of Tower 8's operational uses, including fire suppression and rescue operations, and emphasized that this agreement supports current volunteer services while preparing for future service models.

Action: Mr. Ksiazek made a motion to authorize the Township Manager to enter into a Memorandum of Understanding with Penndel Fire Company for joint ownership of Tower 8, in a form approved by the Solicitor, seconded by Ms. Kane.

Eric Bruno, 79 Sweetgum Road, and Lance Sagers, 98 Queen Lily Road, raised concerns regarding the timing of the payment, transparency of the process, and whether the action amounted to bailing out a prior loan. Mr. Ksiazek and Mr. Ratliff, responded that the plan is consistent with the Township's long-term fire service strategy, avoids unnecessary interest costs, and ensures centralized oversight of future apparatus purchases.

Al Montanerio, Cobalt Ridge, questioned the budget for the Fire Apparatus Fund. Mr. Ratliff noted that the volunteer fire companies currently hold more than \$2 million of tax funds not previously spent that will eventually be accounted for and expended from the Fire Apparatus Fund for future purchases.

The motion carried by a vote of 4-0.

9) Consideration of awarding a bid for the Community Development Block Grant (CDBG) 2025 ADA Curb Ramp Program.

Mr. Kessler presented the 2025 ADA Curb Ramp Program, funded through the Township's Community Development Block Grant (CDBG) allocation of \$160,400. The project will construct 22 ADA-compliant curb ramps at nine intersections within the Juniper Hill neighborhood. An alternate location at Jasmine Road and Jollybrook Road was included in the bid as a contingency but can now be awarded due to favorable pricing. A total of seven bids were received. The lowest responsible bidder was NJS Concrete, with a total bid of \$158,373.75 (base bid plus alternate). NJS has previously completed curb ramp work for the Township with satisfactory results.

Board member Ms. Kane inquired whether funding beyond the \$160,400 grant had been budgeted for curb ramps in 2025. Mr. Kesler confirmed that this was the only allocation for curb ramps in the current year. Concern was expressed about the high cost (approximately \$7,000 per ramp). Staff noted they are evaluating the feasibility of creating an in-house concrete team to complete future curb ramp work at lower cost. This analysis will be presented during the budget process.

Action: Ms. Quirple made a motion to award the Base Bid and Alternate Bid #1 for the 2025 CDBG ADA Curb Ramp project in the amount of \$158,373.75 to NJS Concrete, seconded by Ms. Kane.

Chris Nowakowski, 29 Alberts Way, shared that he has professional experience in highway inspection and cautioned the Township against attempting curb ramp construction in-house, noting the highly technical and specialized requirements for ADA compliance. He warned that even small deviations could result in ramps being non-compliant, subject to legal challenges, or requiring costly reconstruction. Staff responded that the Township works closely with contractors to confirm compliance both before and after installation, and the same quality control would apply if work were ever performed in-house.

The motion carried 4-0.

10) Consideration of authorizing the purchase of one (1) 2025 F-350 Chassis 4x4 SD Super Cab 168" WB SRW XL (X3F), (1) liftgate, plow and post puller (1) lightbar and radio for a total of \$138,417.87.

Mr. Gartenmayer presented a request to authorize the purchase of one 2025 F350 chassis, 4x4 SD Super Cab, 168" WB SRWXLX3F, along with a liftgate, plow, post puller, light bar, and radio for a total of \$138,417.87.

Mr. Gartenmayer explained that this vehicle will replace a 19-year-old utility truck currently in service. Unlike standard plow trucks, this vehicle includes specialized equipment such as a post puller for use by the Township's sign department. Currently, posts are removed manually, and this equipment will increase efficiency and safety.

The purchase will be made through a COSTARS vendor, and the Township has secured RDA grant funding to support the expense.

Action: Mr. Ksiazek made a motion to authorize the purchase of one (1) 2025 F-350 Chassis 4x4 SD Super Cab 168" WB SRW XL (X3F), from Fred Beans Ford of Doylestown, PA in the amount of \$86,063.00, one (1) liftgate, plow, post puller from H.A. DeHart & Son of Thorofare, NJ in the amount of \$43,657.97, and one (1) lightbar and radio from Tryon of Croydon, PA in the amount of \$8,697.08 for a total of \$138,417.87, seconded by Ms. Hannah. The motion carried a vote of 4-0.

11) Presentation of the 2026 Minimum Municipal Obligation (MMO) for Middletown Pension Plans.

Ms. Hucklebridge presented the 2026 Minimum Municipal Obligation (MMO) for the Township's pension plans. She explained that the MMO is the minimum annual contribution required under State Act 205 (1984) to ensure pension plans remain able to meet retiree obligations.

The MMO is calculated using projected payroll and actuarial factors updated every two years. The combined MMO for 2026 is \$397,614 for the non-uniform pension plan (a decrease of \$88,384) and \$3,306,716 for the police pension plan (an increase of \$118,640), for a total of \$3,704,330. Ms. Hucklebridge noted that these figures are consistent with prior years. She also noted that state aid offsets about 23% of the MMO, making the Townships net liability approximately \$2.8 million.

She added that the non-uniform plan is 92.9% funded and is considered very healthy. The police plan is 88.4% funded and advised the Township work toward a funding goal of 90%.

12) Consideration of Approving the 2026 Regional Development Authority (RDA) Grant Program Application Resolutions

Mr. Valla presented the annual RDA grant program applications. He explained that this program, funded in part by a state tax on Parx Casino, reinvests in public safety and infrastructure for communities immediately surrounding the casino. Middletown Township has historically benefited greatly from this funding, particularly for police and public works vehicles.

This year, a total of seven applications totaling just over \$1.6 million are being submitted. The first four are Township-led projects, and the remaining three are on behalf of local fire companies and EMS. The applications are as follows:

- **Resolution #25-16R:** Police vehicles
- **Resolution #25-17R:** Public works vehicles
- **Resolution #25-18R:** Police records management software system
- **Resolution #25-19R:** North Fire/EMS Station improvements
- **Resolution #25-20R:** Penn-del-Middletown Emergency Squad
- **Resolution #25-21R:** William Penn Fire Company
- **Resolution #25-22R:** Parkland Fire Company Training Room Renovation

Mr. Valla noted that Public Works staff continue to work on addressing maintenance backlogs at Station 22 with their strong skill set, and efforts are underway to make the department more efficient. Grant awards are expected to be announced by early to mid-December 2025, and if approved, additional resolutions will return to the Board for formal acceptance of funds.

The Board acknowledged the importance of this reliable funding source, noting the RDA's support for Middletown Township public safety and infrastructure.

Action: Mr. Ksiazek made a motion to authorize Resolutions #25-16R through #25-22R, authorizing applications to the 2026 Bucks County Redevelopment Authority (RDA) Municipal Grant Program, seconded by Ms. Quirple. The motion carried a vote of 4-0.

13) Other Business.

Mr. Valla reported on an additional grant application submitted to PennDOT's Transportation Alternatives Set-Aside (TASA) program. The Township has requested approximately \$1.5 million to close sidewalk gaps along Woodbourne Road. He noted there is strong interest and support from the Delaware Valley Regional Planning Commission, which is facilitating the process locally. This project is part of the Township's broader multimodal program.

Mr. Esposito announced that the Board held an executive session immediately prior to the meeting to discuss personnel matters.

Mr. Ratliff congratulated Assistant Director of Parks and Recreation Patrick Graham on the recent birth of his daughter. He also reported on a productive meeting with the four volunteer fire chiefs and a community town hall meeting was held with the Langhorne Gables neighborhood regarding the upcoming stormwater project, with approximately 70 residents in attendance.

He added that budget workshop meetings will be held the first three Mondays in October at 6:00 p.m. These are important opportunities for public engagement. He also encouraged residents to visit the Township website to review newly developed media packages, which provide accessible information about Township initiatives and are also shared with the press.

14) Adjournment

Ms. Kane moved to adjourn the meeting, seconded by Ms. Quirple. The meeting was adjourned at 8:24 p.m.