Board of Supervisors Regular Meeting

Monday, October 5th, 2026 | 7:00 p.m.

Minutes

1) Call to Order, Pledge of Allegiance

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

2) Roll Call

After the Pledge of Allegiance, Mr. Gallardo called roll. Supervisors Hannah, Leighton, Gallardo, Ksiazek and Kane were in attendance.

3) Upcoming Meetings/Events

a) Next Board of Supervisors Meeting - Monday, November 16, 2026, at 7:00 p.m.
b) Budget Workshop (Expenses) – Monday, October 19, 2026, at 6:00 p.m.
c) Budget Workshop (Revenue) – Monday, October 26, 2026, at 6:00 p.m.
d) Budget Town Hall – Monday, November 23, 2026, at 6:00 p.m.
e) Breast Cancer Screening – Thursday, October 22, 2026, from 9:00 a.m. to 3:00 p.m. at the Penndel Middletown Emergency Squad.

4) Special Items and Announcements

a) Fire Prevention Month Proclamation.

Mr. Gallardo read the proclamation adopting October as Fire Prevention Month in Middletown Township

b) Fire Company Open Houses
   a. Penndel Fire Company – Tuesday, October 13th from 7:00 p.m. to 9:00 p.m. at 220 Centre Street in Penndel.
   b. Parkland Fire Company Trunk-or-Treat – Sunday, October 25th from 2:00 p.m. to 5:00 p.m. at 831 Avenue D in Parkland.
   c. Langhorne-Middletown Fire Company – Thursday, October 8th from 5:00 p.m. to 8:00 p.m. at 1741 Langhorne Yardley Road in Langhorne.

c) Disability Employment Awareness Month Proclamation.

Mr. Leighton read the proclamation adopting October as Disability Employment Awareness Month in Middletown Township

5) Public Comment – Non Agenda Items

Sheldon Post, Middletown resident, welcomed Township Manager Christopher Hoffman and raised concerns regarding roadway restoration following construction and utility work. Mr.

Esposito noted that revisions to the existing ordinance are being considered to require more extensive roadway restoration. Mr. Post also expressed concerns regarding the timely posting of Planning Commission and Zoning Hearing Board agendas on the Township website. Lastly, he provided an update on the Middletown Township Youth Aid Panel, thanked the Police Department and other community partners for their continued support, and offered to meet with Mr. Hoffman to discuss the program further.

Mr. Christopher Nokowski, Middletown resident, expressed concerns regarding the Township's contract with Plate Logic surveillance cameras, citing privacy, data security, and indefinite data retention. He questioned the effectiveness of the cameras in solving crimes and raised concerns about potential misuse of collected information. Mr. Nokowski urged the Board to discontinue the $15,900 annual contract, remove the cameras, and redirect the funds toward other Township needs.

6) Consent Agenda Items

a) Consideration of authorizing payment of October 5, 2026, Bills List in the amount of $1,539,622.98.

b) Consideration of approving the September 14, 2026, Minutes of the Public Meeting of the Middletown Township Board of Supervisors.

c) Consideration of Payment Certificate #1 for the Reetz Avenue Culvert Replacement Project in the amount of $176,684.42.

d) Consideration of Change Order #1 for the Reetz Avenue Culvert Replacement Project in the amount of negative $1,000.00.

Action: Mr. Ksiazek made a motion, seconded by Mr. Gallardo, to approve the consent agenda items A-D. A motion carried by a vote of 5-0.

7) Consideration of Lot Line Change Application S/LD #26-6 at 76 Brown Street and Sumac Avenue.

Mr. Ennis presented the proposed lot line adjustment, which would bring an undersized lot into compliance with R-2 zoning requirements while maintaining compliance for the adjoining lot. The Planning Commission recommended approval on July 1, with no objections to the requested waiver. The applicant confirmed plans to demolish and replace the existing home on the larger parcel, with no current development plans for the other lot.

Action: Mr. Ksiazek made a motion, seconded by Mr. Gallardo, to grant lot line change application for the two properties located at 76 Brown Street in the undeveloped lot containing no address at Sumac Avenue SLD #26-6 with the following conditions:

1. **Applicants 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 comments shall be addressed in full.**

A motion carried by a vote of 5-0.

8) Consideration of approving Preliminary/Final Land Development Plan for a building addition at 1310 Frosty Hollow Road, S/LD #26-9.

Mr. Ennis presented the preliminary/final land development plan for a 170-square-foot building addition at 1310 Frosty Hollow Road, which will be used as a deli and fresh produce store. He noted that the Planning Commission recommended approval on September 3, with no objections to the requested waivers except those related to sidewalks. The applicant agreed to install sidewalks or pay a fee in lieu.

Action: Mr. Gallardo made a motion, seconded by Mr. Ksiazek, to grant preliminary and final land development plan approval for the construction of 170 square ft addition to an existing building that will be used as a deli and fresh produce store at 1310 Frosty Hollow Road S/LD #26-9 with the following conditions:

1. **The applicant shall comply in full with all requirements of Middletown Township subdivision and land development ordinance and the Middletown Township zoning ordinance unless relief is granted by the body having jurisdiction.**
2. **Any remaining review comments shall be addressed in full.**
3. **Applicant will construct the required sidewalks along Veterans Highway and Frosty Hollow Road or pay a fee in lieu of the alternative.**

A motion carried by a vote of 5-0.

9) Consideration of authorizing the advertisement of bids for the North Station Improvements Project.

Mr. Gartenmayer requested authorization to advertise bids for the North Station Improvements Project, noting challenges with the Responsible Contractor Ordinance (RCO). He explained that the Township is working with RVE to move the project forward and would return to the Board for consideration once bids are received.

Action: Mr. Gallardo made a motion, seconded by Mr. Ksiazek, to authorize the North Station renovation project to go out for bidding. A motion carried by a vote of 5-0.

10) Consideration of awarding the Sturbridge Pond Improvements Project to AquaReale of Jenkintown, PA, in the amount of $22,850.00.

Mr. Gartenmayer presented the Sturbridge Pond Improvements Project, explaining that reduced spring water flow has caused stagnant conditions and excessive algae and vegetation growth. The proposed $22,850 project, awarded to AquaReale of Jenkintown, PA, includes pond cleanup and installation of aerators to improve water quality. He noted that Public Works would be able to manage ongoing maintenance following the initial improvements. It was also noted that anticipated state and federal funding would cover the full project cost.

A Sturbridge resident questioned the need for the improvements and potential ongoing maintenance costs. Mr. Gartenmayer explained that the pond is Township-owned and

requires attention due to stagnant water and potential health concerns. The Board noted that several residents had expressed concerns about the pond's condition and that the improvements would address those concerns, with grant funding covering the initial project costs.

Action: Ms. Hannah made a motion, seconded by Mr. Leighton, to award the Sturbridge Pond project to AquaReale of Jenkintown, PA for a total of $22,850.00. A motion carried by a vote of 5-0.

11) Consideration of approving one-year agreement with RecDesk for Recreation Software Services at a cost of $8,550.00, and three-year Court Reserve Agreement at an annual cost of $2,268.00.

Ms. Tierney requested approval of a one-year agreement with RecDesk for recreation software services at $8,550 and a three-year agreement with Court Reserve for pickleball reservations at an annual cost of $2,268. She explained that RecDesk is needed while alternative software is being explored, and Court Reserve is widely used by local pickleball players. She confirmed that pickleball user fees cover the software costs and additional supplies.

Action: Ms. Hannah made a motion, seconded by Mr. Gallardo, to approve the one-year RecDesk agreement at a cost of $8,550.00 and a three-year Court Reserve agreement at an annual cost of $2,268.00 and authorize the appropriate township officials to execute the agreements. A motion carried by a vote of 5-0.

12) Consideration of authorizing the purchase of Community Park playground replacement parts and equipment from MRC, Inc. of Spring Lake, NJ, in the amount of $20,223.79.

Ms. Tierney requested authorization to purchase playground replacement parts and equipment from MRC, Inc. in the amount of $20,223.79 for Community Park. She explained that repairs are needed to address damaged slides, missing climbing equipment, deteriorating edging, and inaccessible handicap ramps. Although the playground is beyond its useful life, the repairs would extend the equipment's lifespan and improve safety and accessibility.

Action: Ms. Hannah made a motion, seconded by Mr. Gallardo, to authorize the purchase of Community Park Playground replacement parts and equipment from MRC, Inc. in the amount of $20,223.79 utilizing the existing Community Park repairs budget. A motion carried by a vote of 5-0.

13) Consideration of adopting Resolution #26-30R authorizing submission of a grant application to the Pennsylvania Department of Community & Economic Development for the Twin Oaks Concession Stand Upgrades.

Ms. Tierney presented Resolution #26-30R, authorizing submission of a grant application to the Pennsylvania Department of Community and Economic Development for the Twin Oaks concession stand replacement. She explained that the existing building is over 60 years old and in need of significant repairs. The proposed $1.2 million project would replace the two-story structure with a single-story building featuring concessions, restrooms, ADA accessibility,

meeting space, and storage.

Action: Ms. Hannah made a motion, seconded by Mr. Leighton, to approve the Resolution authorizing submission of a one million statewide local share account grant application to the Pennsylvania Department of Community and Economic Development for the Twin Oaks concessions stand upgrades. A motion carried by a vote of 5-0.

14) Consideration of adopting Resolution #26-31R authorizing the submission of a Sidewalk Maintenance Agreement to the Pennsylvania Department of Transportation (PennDOT).

Mr. Hoffman presented Resolution #26-31R, authorizing a sidewalk maintenance agreement with PennDOT as part of planned highway improvements at Business Route 1, Oxford Valley Road, and Bristol Oxford Valley Road. He explained that PennDOT would fund and construct the improvements, with future sidewalk maintenance becoming the Township's responsibility. The Township will review whether maintenance obligations can be assigned to adjacent property owners.

Action: Ms. Hannah made a motion, seconded by Ms. Kane, to adopt Resolution #26-31R authorizing the submission of the application for sidewalk maintenance agreement to the Pennsylvania Department of Transportation. A motion carried by a vote of 5-0.

15) Consideration of approving an Inter-agency Agreement between Neshaminy School District, Middletown Township, and the Middletown Township Police Department for the 2026-2027 school year.

Ms. Kane requested confirmation that the School District would reimburse the Township $60,000.00 per Officer.

Action: Ms. Hannah made a motion, seconded by Mr. Gallardo, to approve the school resource officer inter-agency agreement with Neshaminy School District for the 2026-20247 school year. A motion carried by a vote of 5-0.

16) Consideration of approving an agreement with Dailey Operation Consulting, LLC. for a D-epartment of Public Works operational assessment in the amount not to exceed $14.500.

Mr. Hoffman presented a recommendation to approve an agreement with Dailey Operation Consulting, LLC for a Department of Public Works operational assessment in an amount not to exceed $14,500. He explained that several firms were interviewed, with Dailey selected based on extensive public works experience, qualifications, and cost. Ms. Gargan noted that reference checks were positive and confirmed that Mr. Dailey would personally conduct the on-site assessment and interviews.

Mr. Ksiazek expressed support for the assessment, emphasizing its importance in improving government efficiency and commending Mr. Gartenmayer for his leadership. Mr. Hoffman noted that the study is expected to take approximately 12 weeks, with completion anticipated in the first quarter of 2027. He confirmed that the project cost is fixed.

Action: Ms. Hannah made a motion, seconded by Ms. Kane, to approve an agreement with Daily Operations Consulting, LLC. to assess the Department of Public Works, provide recommendations on how the department may operate more effectively and efficiently, and provide a plan to implement said recommendations in the amount not to exceed $14,500.00

17) Other Business.

The Board welcomed Mr. Cundari who will be taking over for Mr. Kessler with RVE. Ms. Hannah reminded women to get their screenings done for breast cancer awareness month.

18) Adjournment.

Ms. Hannah made a motion to adjourn the meeting at 8:00 p.m.

Board of Supervisors Budget Workshop Meeting

Monday, October 19, 2026 | 6:00 p.m.

Minutes

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

Ms. Hannah called the meeting to order at 6:06 p.m. After the Pledge of Allegiance, Mr. Gallardo called roll. Supervisors Hannah, Leighton, Gallardo, Ksiazek and Kane were in attendance.

2) Public Comment.

3) Proposed 2027 Budget.

a. Police Department – Capital

Chief Bartorilla presented the Police Department's proposed 2027 capital requests, including: police vehicles, records room renovations, patrol room renovations, building flooring, officer wellness room and police radios. Chief Bartorilla discussed the need for these improvements, potential funding sources, and plans to phase in additional radio replacements over the coming years.

b. General Fund

Ms. Hucklebridge presented the proposed 2027 General Fund Budget, noting that the figures remain preliminary. She reviewed projected 2026 revenues and expenditures, highlighting approximately $2 million in savings that will increase the Township's fund balance. For 2027, she outlined anticipated revenue increases of $1.6 million, primarily from Earned Income Tax collections, and expenditure increases of $1.4 million, driven by contractual obligations, insurance, pension contributions, and operational costs. The Board discussed significant budget changes and requested additional details on proposed projects and expenditures.

c. Other Funds

Ms. Hucklebridge discussed the other funds including the streetlight fund, ambulance and rescue fund, fire hydrant fund, sanitation fund, country club fund and debt service fund.

4) Other Business.

Ms. Hucklebridge noted the next meeting will be held on Monday, October 26th to discuss the remainder of the funds and capital updates.

5) Adjournment.

Ms. Hannah made a motion to adjourn the meeting at 6:46 p.m.

Board of Supervisors Budget Workshop Meeting

Monday, October 26, 2026 | 6:00 p.m.

Minutes

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

Ms. Hannah called the meeting to order at 6:05 p.m. After the Pledge of Allegiance, Mr. Gallardo called roll. Supervisors Hannah, Leighton, Gallardo, Ksiazek and Kane were in attendance.

2) Public Comment.

3) Proposed 2027 Budget.

Ms. Hucklebridge presented the proposed 2027 budgets for the Fire Protection, Fire Apparatus, Parks and Recreation, Farm, Capital, Highway Aid, and Investment Funds. Mr. Kesler provided an overview of the Stormwater Fund, including anticipated revenue and proposed infrastructure improvements.

Mr. Hoffman discussed funding challenges, capital project priorities, and additional structural concerns identified during the Municipal Complex roof replacement planning. He emphasized the importance of pursuing grants, evaluating project timelines, and maintaining long-term financial stability.

The Board discussed capital funding sources and future infrastructure needs. Staff will continue refining the proposed budgets before the final presentation in November.

4) Other Business

a. Consider position regarding Zoning Hearing Board Appeal #26-43 regarding proposed car was use at 1 Summit Square.

Mr. Ennis provided an overview of Zoning Hearing Board Appeal #26-43 regarding a proposed car wash at 1 Summit Square. He explained that the applicant is appealing his determination that a car wash does not qualify as a personal service use and is alternatively requesting a use variance.

Action: Ms. Hannah made a motion, seconded by Mr. Gallardo, to authorize the Township Solicitor to represent Middletown Township in formal opposition to the use variance application associated with the Zoning Hearing Board Appeal #26-43 for the proposed car wash at 1 Summit Square. A motion carried by a vote of 5-0.

b. Consider agreement with Bucks County for Ellis Road drainage improvements for $107,180.00

Mr. Kesler provided an overview of the deteriorating drainage infrastructure at the intersection of Ellis Road and Woodbourne Road. He explained that the Township coordinated with Bucks

County to incorporate the necessary drainage repairs into the County's ongoing intersection improvement project at Core Creek Park.

Mr. Hoffman noted that the agreement, totaling $107,180, would allow the Township to complete the required repairs more cost-effectively through the County's existing contract. The agreement was reviewed by the Township Solicitor to ensure compliance with bidding requirements.

Action: Ms. Hannah made a motion, seconded by Ms. Kane, to approve the drainage facility reimbursement agreement. A motion carried by a vote 5-0.

Ms. Hucklebridge reviewed the remaining budget schedule, noting the full proposed 2027 budget will be presented to the Board on November 16, followed by a Town Hall meeting on November 23, with final budget approval scheduled for December 14.

5) Adjournment.

Ms. Hannah made a motion to adjourn the meeting at 6:44 p.m.