

TOWNSHIP OF LOWER MAKEFIELD
BOARD OF SUPERVISORS
ORGANIZATIONAL MEETING
MINUTES – JANUARY 2, 2024

The Organizational Meeting of the Board of Supervisors of the Township of Lower Makefield was held in the Municipal Building on January 2, 2024. Ms. Blundi called the meeting to order at 7:40 p.m.

Those present:

Board of Supervisors: John B. Lewis, Chair
 Daniel Grenier, Vice Chair
 Suzanne Blundi, Secretary
 Matt Ross, Treasurer
 James McCartney, Supervisor

Others: David W. Kratzer, Jr., Township Manager
 David Truelove, Township Solicitor
 Kenneth Coluzzi, Chief of Police

SWEARING IN OF SUPERVISOR

Dan Grenier was sworn in as Supervisor by Judge Gilman

SWEARING IN OF SUPERVISOR

Matt Ross was sworn in as Supervisor by Judge Gilman

SWEARING IN OF AUDITOR

Kyle Anderson was sworn in as Auditor by Judge Gilman

The meeting was turned over to David Truelove, Chair Pro-Tem who called for nominations for Chair of the Board of Supervisors for 2024.

ELECTION OF CHAIR OF THE BOARD OF SUPERVISORS FOR 2024

Mr. Grenier moved, Mr. Ross seconded and it was unanimously carried to elect John Lewis as Chair of the Board of Supervisors for 2024.

The meeting was turned over to Mr. Lewis

REMARKS BY THE NEW CHAIR

Mr. Lewis thanked the Supervisors and the community for entrusting him with this opportunity to serve the Township. He stated Lower Makefield has some important challenges to address in the upcoming year. He stated Lower Makefield is a vibrant, great place to live, one that we can all be proud to be a part of. He stated the Supervisors are tasked with the general governance of the Township and the execution of Legislative, Executive, and Administrative powers to insure sound fiscal management and insure the health, safety, and welfare of the citizens of the Township.

Mr. Lewis stated this year there is an opportunity to improve public engagement and transparency of Township policy decisions and operations; and to that end, Public Comment will be moved to the beginning of public meetings. He stated he is also hopeful that we will be able to build a consistent communications plan with the community so that residents are informed of what is happening and how we spend the money that is taken from residents in taxes each year.

Mr. Lewis stated residents should expect that we will continue to work aggressively on infrastructure issues most notably stormwater management. He added that the July 15th flooding was a challenge for the Township in the Maplevale community, and we know that we need to resolve that issue and to improve resiliency throughout the Township to protect residents from future events as well as continue our investments in roads and bike paths.

Mr. Lewis stated we have done a lot of work collectively as a Board, and he thanked Ms. Blundi who helped with the Ad Hoc Property Committee. He stated we are at a point where we can begin to do the implementation

to resolve issues related to Patterson Farm, and we should make sure that we execute that plan effectively, and we will need everyone to be involved to do that.

Mr. Lewis stated we may see some significant Land Development Plans in the coming year. He stated it is important to remember that property owners have well-defined rights and protections under State Law; however, where we can, we will work aggressively to insure that developers pay their Development Fees in full, rigorously follow our Ordinances, and do not leave potential costs for future residents to deal with. He stated we will also be looking at opportunities to modernize our Land Development processes and Ordinances, to adopt best practices, and to protect residents.

ELECTION OF OTHER OFFICERS

Election of Vice Chair of the Board of Supervisors for 2024

Mr. Ross moved, Mr. McCartney seconded and it was unanimously carried to elect Daniel Grenier as Vice Chair of the Board of Supervisors for 2024.

Election of Secretary of the Board of Supervisors for 2024

Mr. Grenier moved, Mr. McCartney seconded and it was unanimously carried to elect Suzanne Blundi as Secretary of the Board of Supervisors for 2024.

Election of Treasurer of the Board of Supervisors for 2024

Mr. Grenier moved, Mr. McCartney seconded and it was unanimously carried to elect Matt Ross as Treasurer of the Board of Supervisors for 2024.

Election of Assistant Secretary/Treasurer for 2024

Mr. Grenier moved, Mr. Ross seconded and it was unanimously carried to elect David Kratzer as Assistant Secretary/Treasurer for 2024.

APPROVE REAPPOINTMENT OF DAVID W. KRATZER, JR. AS TOWNSHIP MANAGER AND AUTHORIZE EXECUTION OF AN EMPLOYMENT AGREEMENT BETWEEN KRATZER AND THE TOWNSHIP

Mr. McCartney moved, Mr. Grenier seconded and it was unanimously carried to reappoint David W. Kratzer, Jr. as Township Manager and authorize execution of an Employment Agreement between Kratzer and the Township.

APPOINT CHAIR OF THE VACANCY BOARD

Mr. McCartney moved, Ms. Blundi seconded and it was unanimously carried to appoint Adrian Costello as Chair of the Vacancy Board.

PROFESSIONAL SERVICES

Appointment of Solicitor for 2024

Mr. Ross moved and Mr. McCartney seconded to appoint Hill Wallack as Solicitor for 2024. Motion carried with Mr. Grenier and Mr. Lewis abstained.

Appointment of Engineers for 2024

Mr. Ross moved and Mr. Grenier seconded to appoint Remington Vernick as Township engineer for 2024. Motion carried with Ms. Blundi and Mr. McCartney opposed.

There discussed whether there was still a need for a Sewer engineer.

Mr. Kratzer stated there are some small outstanding capital items that were commenced prior to the sale of the Sewer system. He stated there is also the issue relative to the Special Study which was discussed previously to be completed so that the Permit can be transferred. Mr. Kratzer stated while there are other firms that are capable of providing that service, the question would be whether that transition would make sense at this point given the remaining items. Mr. McCartney asked how much longer we have on the remaining items, and Mr. Kratzer stated he hopes they will be completed by the first half of the year. Mr. Grenier stated the last remaining issue has been outstanding for some time. Mr. McCartney asked if an appointment could be

made with a timeline, and Mr. Lewis stated the Board could appoint someone and remove them at a subsequent meeting. Mr. Kratzer agreed that would be correct as they serve at the pleasure of the Board.

Mr. McCartney moved and Ms. Blundi seconded to appoint Ebert Engineering as the Sewer engineer for 2024. Motion carried with Mr. Grenier opposed.

Ms. Blundi moved, Mr. Grenier seconded and it was unanimously carried to appoint SAFE Highway Engineering as the Traffic engineer for 2024.

PUBLIC COMMENT

There was no one from the public wishing to make public comment at this time.

OTHER BUSINESS

PSATS Attendee

Mr. McCartney moved, Mr. Grenier seconded and it was unanimously carried to have Matt Ross attend the PSATS Conference in Hershey in April, 2024.

ANNOUNCEMENT OF SUPERVISOR LIAISON ASSIGNMENTS FOR 2024

Mr. Lewis announced the Liaison Assignments for 2024 as follows:

- Ad Hoc Property Committee – Mr. Grenier
- Board of Auditors – Mr. Lewis
- Citizens Traffic Commission – Mr. Ross
- Disability Advisory Board – Mr. Ross
- Electrical Reliability Committee – Mr. Lewis
- Electronic Media Advisory Committee – Mr. Grenier
- Emergency Management Committee – Mr. Lewis
- Environmental Advisory Council – Mr. Ross
- Farmland Preservation, Inc. – Mr. Grenier
- Golf Committee – Ms. Blundi
- Historical Architectural Review Board – Mr. McCartney
- Historical Commission – Ms. Blundi
- Park & Recreation Board – Mr. Ross

Planning Commission	– Mr. Lewis
Seniors	– Mr. McCartney
Special Events Committee	– Mr. McCartney
Trenton Mercer Airport Review Panel	– Ms. Blundi
Veterans Committee	– Mr. McCartney
Zoning Hearing Board	– Mr. Grenier

APPROVE ESTABLISHING THE AMOUNT OF THE TREASURER’S BOND AT \$2,000,000

Mr. McCartney moved, Mr. Grenier seconded and it was unanimously carried to establish the amount of the Treasurer’s Bond at \$2,000,000.

APPROVE ESTABLISHING THE AMOUNT OF ASSISTANT TREASURER’S BOND AT \$2,000,000

Mr. McCartney moved, Mr. Grenier seconded and it was unanimously carried to establish the amount of the Assistant Treasurer’s Bond at \$2,000,000.

There being no further business, the meeting was adjourned at 8:07 p.m.

Respectfully Submitted,


Suzanne Blundi, Secretary