

TOWNSHIP OF LOWER MAKEFIELD  
BOARD OF SUPERVISORS  
MINUTES – NOVEMBER 6, 2024

The regular meeting of the Board of Supervisors of the Township of Lower Makefield was held in the Municipal Building on November 6, 2024. Mr. Lewis called the meeting to order at 7:47 p.m.

Those present:

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

Others:                             David W. Kratzer, Jr., Township Manager  
   Maureen Burke-Carlton, Township Solicitor  
   Isaac Kessler, Township Engineer  
   Kenneth Coluzzi, Chief of Police

Absent:                              James McCartney, Supervisor

#### COMMUNITY ANNOUNCEMENTS

Mr. Lewis stated those who have a special announcement can send the Township an email at [admin@lmt.org](mailto:admin@lmt.org) to request a special announcement be added to the Agenda. There was no one wishing to make a special announcement at this time.

Mr. Lewis stated if you have free time on the weekends and would like to volunteer your time, you can join the Friends of Five Mile Woods Clean-Up Days which are held the second Saturday of the month at the Five Mile Woods starting at 8:30 a.m. Please come in comfortable clothes that you do not mind getting dirty and bring along your work gloves and water to stay hydrated. If you have any questions, you can email Monica Tierney at [monicat@lmt.org](mailto:monicat@lmt.org).

Mr. Lewis stated on November 9<sup>th</sup> Lower Makefield Township will be hosting its first Annual Arbor Day Celebration at 10:00 a.m. at the Municipal Building, adding we will be planting some trees. He stated the Celebration is at 1100 Edgewood Road, Yardley, Pennsylvania.

Mr. Lewis stated also on Saturday November 9<sup>th</sup> the annual Veterans Parade and Ceremony will be held. The Parade starts at 1:00 p.m. on Edgewood Road and Longacre Lane and concludes with a Ceremony at Veterans square. For more information you can visit the Township Website or call 267-274-1105. Mr. Lewis stated this year there will be a fly-over.

#### PUBLIC COMMENT

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

#### APPROVAL OF CONSENT AGENDA ITEMS

Mr. Ross moved, Ms. Blundi seconded and it was unanimously carried to approve the Consent Agenda items as follows:

- Approved the Minutes for the October 23, 2024 Meeting
- Approved the Warrant List dated November 6, 2024 in the amount of \$1,172,299.98 (as attached to the Minutes)
- Approved Payment #1 to M&S Erosion Control, LLC in the amount of \$50,344.70 for the 2024 Tree Planting
- Approved Proclamation Recognizing Lower Makefield Township's Inaugural Arbor Day Celebration

#### 2025 BUDGET

##### Parks & Recreation

Ms. Monica Tierney was present. Ms. Tierney stated the Parks & Rec Department generates revenue through different sources – Alternative Funding through User Fees and sponsors, Special Use and Tax Millage, Fee-In-Lieu, and Grants for Capital projects.

Ms. Tierney showed a slide as to how the Department compares to the National average, adding that typically an agency will recoup 25% of its expenses through User Fees. She stated if you combine the Park & Rec Budget with the Pool Budget, we cover 71% of Operational costs through User Fees. She stated last year that number was 53%, and the Fee increases over the last year have greatly improved

what we cover. Ms. Tierney stated this year for the Pool Budget, we covered 103% of the Operational costs through User Fees and for the Park & Rec Budget, we covered 47% of the Operational costs through User Fees.

Ms. Tierney showed a slide breaking down the different elements of Parks & Recreation and how the User Fees impact those Budgets. She stated at the Community Center the cost recovery is about 87%. She stated Revenue is about \$51,800, with \$11,800 from Senior Fees, \$10,000 from Rentals, \$15,000 from Summer Camp, and \$15,000 from Programming. She stated the overall Operations of the Department are in the Community Center and about 13% is covered by Millage for the Park & Rec offices, etc. Ms. Tierney stated the recommendation is to maintain the current structure for Fees. She stated the Community Center is also used for Township-related programs, EAC presentations, and other activities so it makes sense to have some millage allocated toward the Community Center.

Ms. Tierney stated the League rates were doubled last year. She stated Revenue this year is \$230,000 and Expenses were \$141,299 which includes staff time spent maintaining the athletic fields. She stated the surplus will be re-invested into field improvements. She stated historically we have not spent real time taking care of the athletic fields in the way that they should be, and a Plan has been put together with Mr. Fuller to better improve how we take care of the athletic fields. She stated they will be creating a line item specific to athletic fields so people who pay the Fees can see where their money is going. Ms. Tierney stated this does not represent the full amount that is spent on athletics since there is a portion of staff in there, and it is anticipated that this will be break even next year.

Ms. Tierney showed a slide on light-recovery costs, and there is a small surplus. She stated looking to the future, the intent is to replace all of the lights within the parks; and while that is not in the Budget this year, she would like to start looking to do this in the future. She stated this would reduce overall electricity use, annual repair costs, and our light pollution within the Parks. Ms. Tierney stated the modernization of the system will greatly save the Township over time, and the goal is to determine how to pay for this in the future.

Ms. Tierney stated with regard to Programs, it is a 70/30 split, and Revenues are \$90,000 and Expenses are \$63,000. She stated there is a surplus, and that goes toward staff expenses including the Program

Manager position, front desk, and maintenance staff. She stated they have been bringing in new programs, and the goal for next year is to expand and diversify our programs to better serve Seniors, teens, and to promote more inclusive opportunities. She stated they are looking at updating the ADA Transition Plan next year, which would include incorporating Programming and how we could better serve the population that has different needs.

Ms. Tierney showed a slide related to Summer Camp which shows that cost recovery was 149% with Revenues of \$335,726 and Expenses of \$224,867. She stated this year there were far more campers than ever before; but they do not have the appropriate facility space to expand, and next year they intend to reduce the number of campers so there will be a reduction in the Budget line item for Summer Camp for staffing and Revenues. She stated with regard to Fees next year, they are looking to have a more-flexible week selection and also implement a \$20 per week Fee to cover Administrative costs which helps cover switching weeks which results in additional work on the back end. Ms. Tierney stated she plans to present this request to the Park & Rec Board next week.

Ms. Tierney showed a slide of the proposal to provide more flexibility in week selection than what was previously offered. There will be a discount for those doing a full six weeks or a full eight weeks of Camp. She stated they also recognized that they need more staff support for before and after care, and they are *proposing to increase the Fees for that in 2025.*

Ms. Tierney stated the cost recovery for Pickleball was 163% with Revenue of \$51,329 and Expenses of \$31,472. She stated they are looking to invest the surplus back into the courts, and she is proposing that two courts that have some cracking be fixed. Ms. Tierney stated currently there is a fixed six-month rate, but people did not want to do the specific six months that were offered. She stated the recommendation is to create a flexible option where they can do six months in a row of their choosing. She stated they are looking to increase the price of that to \$65 from \$60 to cover the additional Administrative work involved. She added a full-year membership is \$120. Ms. Tierney stated they are looking to continue to invest in the infrastructure.

Ms. Tierney stated there was a loss at the Dog Park this year, and Revenues were \$11,000 with cost recovery of 81%. She stated she hopes to work on marketing the Dog Park better in 2025 to create the community feel that we had pre-COVID. She stated she is not recommending any Fee adjustments at this time.

Ms. Tierney showed a slide related to what happened at the Pool this year. She stated what is shown is a starting Cash Balance of -\$211,797, and we will be transferring money over from Parks & Rec to cover that shortfall. She stated after this year, we should not have to do that. She stated there were about 1,000 fewer Registrations this year. She stated generally there is a dip in Registration after a large Fee increase like we did last year with the 12% increase, and she hopes that the Registrations will increase next year.

Ms. Tierney stated this year she had to act as Pool Manager in addition to the Parks & Rec Director; and while that was stressful, it did provide her the opportunity to see front line what can be improved on. She stated she tried to fix some inefficiencies throughout the season, but she feels in the off-season she can spend a lot of time working on some things at the Pool.

Ms. Tierney stated if we had continually increased the Pool Fees 1% or 2% every year, we would not have had to have a 12% increase so she is recommending that there be a 2% increase but also offer a Discount Period at 2024 rates.

Ms. Tierney showed a slide with regard to Technology. She stated they are looking to improve technology this year changing from Community Pass to Civic Rec which offers more to the staff and the residents at large. She stated this will start moving the Township to a single sign-in for services.

Ms. Tierney stated currently we do not have a way to monitor our passive recreation. She stated while there will be more vetting done, she wants to look into finding a way to monitor that. She stated she is recommending the use of Placer.ai which is software that provides data. She stated she understands that there are a number of questions about Placer.ai, and this is why she wants to look into this further.

Ms. Tierney stated with regard to the Pool there is a problem since they are still doing time cards by hand, which is very difficult when there are 134 employees clocking in at various times of the day with some of them forgetting to do so, etc. She stated between her staff and Finance together it takes them 21 to 30 hours to get through the payroll. She stated what she is recommending is an automated system that could be on a cell phone and it is scheduling and timekeeping; and once you walk within the geofence of the Pool you can clock in as long as it is within your time. She stated the Budget shows a reduction in the amount of staff costs for the Pool, and part of that is because she feels that there is a significant increase in cost because of people clocking in too

early or someone coming in for someone else. She stated she feels that we will be able to save money in Payroll by proceeding with this investment. She stated Ms. Stewart agreed with this recommendation as well.

Ms. Tierney stated there is the need for an updated camera system for the Pool and Kids Kingdom which would be more high tech and provide more access. She stated the company she is looking into has opportunities for solar-powered cameras and the ability to put cameras into areas where we were not able to get cameras before. She stated she is looking to start at the Pool and Kids Kingdom first. She stated the amount being shown on the slide is for a purchase, and she is still waiting for Lease options to come in from the company. She stated if we Lease, we could have updated systems every three to five years so that we always have modern technology.

Mr. Grenier stated the Police and also Public Works use cameras, and he asked if there is any way to combine "or compare notes." Chief Coluzzi stated they started a surveillance program years ago through all the vulnerable facilities including the Pool, Kids Kingdome, etc.; and Park & Rec was the benefit of those cameras initially, but there are getting old and need to be replaced. He stated they need digital cameras as opposed to the old analog cameras. He stated the main thing is the servers in order to be able to monitor the cameras so everything needs an upgrade. Ms. Tierney stated the Police would have full access to anything they would be getting. Ms. Tierney stated the company she is looking into is used by a lot of our neighbors, and they have provided great reviews.

Ms. Tierney showed a slide of a Fleet Update Plan. She stated she has been working with Mr. Fuller to try to better use all of the equipment. She stated they are looking to replace two trucks and a backhoe on a Lease program. The initial cost in 2025 would be \$73,200, and we would replace a couple vehicles a year at a time. She stated the Lease would be five years, and the annual cost per year reduces slightly after the first year.

Ms. Tierney showed a slide with regard to Capital Projects adding that they are looking to do all Capital Projects through Fee-In-Lieu with one project to be coupled with an LSA Grant of \$900,000. She stated the continuation of the Memorial Park expansion with the Grant would continue into next year as we were not able to work on that at all this year.

Ms. Tierney stated they propose replacing the Pool heater adding that they received feedback from the Pool members that the heaters are very important. She stated they are looking into which one would be prioritized whether it would be the lap pool or the intermediate pool. Mr. Grenier asked how many Municipal pools in the surrounding area are heated; and Ms. Tierney stated none are, and we are the only one that she is aware of.

Mr. Grenier asked what is contemplated over the next few years specific to Pool Capital projects. He stated he would like to keep Fee-In-Lieu as much as possible available for other Park & Rec Capital projects such as repairs and upgrades in the parks and that the Pool Fees fund Pool Capital projects, and to create a “rainy-day fund” for Pool maintenance rather than to have to use Fee-In-Lieu funds whenever there is a big Pool expense. Ms. Tierney stated she has had discussion with some of the Park Board members about different ways to generate Revenue even in the off season for the Pool. She stated she is not sure that we are at a point to have such a fund with our current Fee structure and is also concerned that we could price ourself out if we increase the Pool fees too much more. Mr. Grenier stated he questions how much return we get on heaters and other amenities that in his view are more “nice to haves than needs” for a Municipal Pool.

Ms. Blundi asked about the age of the Revere and Cardinal Courts. Mr. Fuller stated Cardinal is in the worst condition. Ms. Blundi asked if this is by the Giant, and Mr. Fuller agreed. Mr. Fuller stated that court has major cracks, and he believes they have been resurfaced once already; and they could use a whole new court similar to what was done with the basketball courts at Memorial Park. He stated \$70,000 would be the estimate if they were to be patched which would last for about four years, and it would be about \$200,000 to re-do them, do fencing, and provide amenities. He stated there are cracks in the court that are over 2 ½” thick. Mr. Fuller stated at Revere there is minor cracking, and those courts are more crack repair. He stated he believes they are seven years old, and seven years is about what you expect for a re-surface, crack repair; and that cost would be about \$70,000. Ms. Tierney stated the numbers shown were based on crack repair quotes.

Ms. Blundi stated she believes the Cardinal court was built in 1985, and Mr. Fuller agreed it was probably installed when the development was built, and they probably did a re-surface/crack repair in the 2000’s. H stated he feels that Cardinal would involve a complete rehab at this point similar to what was done at Memorial Park.

Ms. Blundi stated when we think about new projects, we also need to think about the maintenance that will be required. She asked if every time we build a court of some type in seven to eight years, it will have this type of price tag for normal maintenance. Mr. Fuller stated he does feel that in seven to eight years, they are going to have to resurface the Memorial Park basketball courts, and at today's cost that would be about \$50,000 for minor crack repairs provided that it was maintained over the seven years. He stated most of the facilities have not been maintained normally over seven years. He stated the costs being shown today for resurfacing, etc. are being shown at \$70,000; and if they had been maintained, the costs would probably be \$40,000 to \$50,000.

Ms. Tierney stated she can look into costs for Cardinal further as originally she was just trying to get a quote for crack repair, but Cardinal could use a "full once over."

Ms. Tierney stated she also feels it is time to start talking about Kids Kingdom as it is grossly outdated. She stated Kids Kingdom is a project that the whole Township did together. She stated she would recommend starting design for Kids Kingdom as part of a community-based project because of the way it was initially built. She stated Kids Kingdom is deteriorating and is not up to today's standards, and there is not as much accessibility as they would like to see. She stated maintenance and upkeep of Kids Kingdom is also getting more and more expensive each year. Ms. Tierney stated she can present case studies of how other Townships have handled the replacement of their wooden playgrounds.

Ms. Tierney stated this would be a great opportunity for a large-scale Capital campaign, and she would like to start looking into getting someone to help us with a Capital campaign as it is much larger than any type of fundraising that we have ever considered historically. She stated she has included money for that in the Budget. Ms. Blundi stated she has met a lot of people who helped build Kids Kingdom, and she would rather move forward with a grassroots effort. She stated while we may eventually have to hire a fund-raising entity, given the number of strong people in the community, she would like to start with a volunteer-based process. Ms. Tierney stated we should definitely consider having a professional manage the design process and include the community in that. She stated it also makes it Grant-worthy if it is a community-based design process. She noted how Warrington did their large-scale playground. She stated they included school children who drew what they would like to see in the playground and built on different elements of that.



Mr. Grenier stated he would be in favor of community involvement. He stated he feels we would need a landscape architect or structural engineer to help us. Ms. Tierney stated we also need to consider how we would fund this, and that is the reason for the idea of the Capital campaign.

Mr. Lewis stated the way we handle Parks & Recreation in Lower Makefield is different than other Municipalities, and we rely on Fee Revenue to fund Operations of Parks and Rec. He stated he appreciates the challenge in that.

Ms. Laurie Grey stated she is a Lower Makefield resident. Ms. Grey asked when and how will the upgrade to the lights at Macclesfield Park be incorporated into the Park & Rec Budget. She noted that they are in violation of the Performance Standards of the Township. Mr. Kratzer stated Ms. Tierney had started to look at lighting in general. Ms. Tierney stated we are still finishing up the Macclesfield Park Master Plan as well as the replacement cost of lights. She stated it would cost a minimum of \$1.5 million to replace all of the lights within the Park. Ms. Tierney stated they are spending about \$20,000 a year replacing bulbs and ballasts, and that would be eliminated with the investment; and there would be a reduction in the electricity bill. She stated they are older lights and cause problems including timer issues.

Ms. Grey stated she appreciates the work that has been started looking into this. She asked if there is any Grant funding available for this. Mr. Kratzer stated there are some Grants that could be used, and he believes Middletown just received a \$1 million Grant through the Local Share Grant.

Ms. Grey asked what she should do to keep this issue on the Agenda. Mr. Lewis stated he feels this discussion would be on the Macclesfield Study when it is finalized. He stated when they consider the lighting there, they might consider replacing the lighting closest to residences before replacing other lighting. Ms. Grey stated the light comes into one of her bedrooms and into her kitchen every night. Mr. Lewis stated they could also consider tree planting to block the light although that could take time to have an impact. Ms. Grey stated she was pleased that Macclesfield was included in the most recent tree planting, and she appreciates Ms. Tierney's and Mr. Majewski's assistance with that even though the trees are short at this point.

Police

Chief Coluzzi and Deputy Chief Robert Lewis were present. A slide was shown of Police Department Revenues for 2025 showing a total of \$247,516, which is standard over the years. Revenues consist of reimbursements from private entities, the District Attorney's Office, PA Attorney General's Office, the FBI, and other Revenues as result of Grants obtained. Chief Coluzzi stated over the past twenty years, the Police Department has applied for and was granted \$1.2 million in Grant funding.

A slide showing Expenses was shown. Chief Coluzzi stated the numbers shown in yellow are the Contractual mandated expenses in the Budget which is 92% of the overall Budget. He stated those include the sworn personnel salaries, overtime, office staff, and fringe benefits. He stated the numbers in green are the somewhat flexible items that we have control over to a degree including Diesel and Gasoline Fuel, which will be down by about \$4,000 in 2025. He also noted Minor Equipment going down by about \$9,500. He stated Contracted Services have also been cut. He stated Lease Payments are up \$17,000 which represents the Lease payment for an additional marked Police vehicle.

Chief Coluzzi stated in the Budget they are requesting the replacement of Officers who have retired or who are going to retire. He stated there are various ways of calculating Police staffing needs. He stated Bucks County had the Planning Commission to do a study in the County to see if there was adequate Police staffing, and they came up with a number for individual Police Departments; and they indicated that Lower Makefield should maintain a staff of 56 sworn Officers. He stated he is not advocating for 56 Officers which he feels is excessive; however, he is advocating to replace Officers as they retire.

Deputy Chief Lewis discussed the slide which depicts the declining staffing levels over the next two years. He stated the purple bar indicates the Bucks County Planning Commission's recommendation of 56 Officers. The orange bar of 41 Officers depicts our authorized staffing level in 2023, and since then two Officers have retired and currently our staffing level is at 39. Deputy Chief Lewis stated in actuality only 36 Officers are working on the street at this time because we have two Officers out on an extended illness and one on a Military deployment. To the right is the anticipated staffing level of 2025 which would bring the number down to 37 Officers. Deputy Chief Lewis stated there are two known retirements which will occur in 2025.

Deputy Chief Lewis stated moving forward to 2026, there are three more known retirements which would bring the staffing level down to 34 Officers. He stated the last time we were at 34 Officers was in 2006. He stated in addition to the three known retirements in 2026, there are six more Officers who are eligible to take advantage of retirement that year; and if they were all to retire in 2026, we would be at a staffing level of 28 Officers which we have not seen in over 24 years.

Deputy Chief Lewis stated as staffing levels decrease, the demands for Police service continue to increase. He stated this year we are expected to surpass 16,000 calls for service. He stated construction continues to progress at Prickett Preserve, and when completed the development will have 142,500 square feet of Commercial Business space containing 13 businesses as well as 200 Residential dwellings. He stated since the opening of the Residential and subsequent existing Commercial properties, the Police Department has had 180 additional calls for service that began in August, 2023. He stated there are also three more proposed developments in the Township – the Wright Farm, the Torbert Farm, and the Harris Farm. He stated conservatively on average, over 100,000 vehicles pass through three primary Township entry points daily, and these vehicles carry Township residents, individuals who are employed, shoppers, and a large transient population.

Deputy Chief Lewis stated we are a full-service Police agency providing 24-hours a day, 7 days a week, 365 days a year service to a population of 33,180. He added that population was based on a 2020 Census and has likely increased since then. He stated that is in addition to the significant transient population. He stated the Police data indicates that most of our crimes are committed by non-residents. He stated large public gatherings and seasonal sporting events are a drain on Police services as well. He stated we also provide service to major highways including Interstate 295 and Route 1, which provide access to three major Metropolitan areas of New York, Philadelphia, and Trenton. He stated we also provide security and safety for three major Railroads which provide both commuter and Commercial rail service.

Deputy Chief Lewis stated the Township is also home to a number of critical facilities; and we have 6 large nursing and assisted living centers, 7 public schools, 1 parochial school, 1 private school, 5 child day care centers, and 16 religious institutions.

Chief Coluzzi stated they projected into 2026 with the retirements because, as noted previously, there is difficulty with the recruitment and retention of Police Officers. He stated this is an issue throughout the County and the Nation. He stated this is why it is imperative to immediately start to attract quality candidates from a dwindling pool of interested individuals. He stated we need to plan for attrition and Budget for full authorization of Officer positions to insure the selection of the best potential candidates. He stated there was a Consortium test recently in Bucks County, and the total number who passed it were 49 people. Chief Coluzzi stated the hiring process is lengthy and it takes several months to identify candidates, complete the Application, review it, and conduct interviews, background checks, polygraph examinations, physicals, and psychological testing. He stated the Municipal Police Academy training is six months followed by three to four months of on-the-job training.

Chief Coluzzi stated while there are no requested additional Line Items or Capital requests in this Budget other than the additional marked Police vehicle, they are asking that we begin to recruit and replace six retired Officers one who retired in 2023, one who retired in 2024, two who are retiring in 2025, and two additional Officers in anticipation of shortages in 2026. He added that as noted earlier it will take a long time to get an Officer trained and on the street; and if approval was given for 2025, it is not anticipated that they would be available on the street until the last quarter of 2025.

Mr. Grenier suggested that they look forward five years in staffing for long-range planning; and Chief Coluzzi stated he agrees, but felt that this was a start. Mr. Grenier asked if it is anticipated that all six Officers who are eligible to retire in 2026 will retire; and Chief Coluzzi stated while he believes it would be some fraction of that, he was planning on the worst-case scenario. Mr. Grenier asked if they are looking for Officers with several years' experience or would we look to hire Officers right out of the Academy. Chief Coluzzi stated Lower Makefield usually has Applicants that come in through the door; but if we were recruiting, we would try to recruit someone who already has training although that it not always possible; and if it is the right candidate, we would send them to the Academy. He added they do go to Colleges and use the Consortium list when they can.

Mr. Lewis stated he feels that advocating for Police Pension portability is important so that we can find the right Officers at all staffing levels. He stated he feels Lower Makefield is an attractive opportunity for Police Officers

particularly those who might be serving in other areas with more difficult circumstances. Chief Coluzzi stated we have recruited and hired several Officers from Philadelphia and other areas who wanted to relocate their families.

#### ENGINEERS

##### Approve Authorizing the Additional and Remaining Work to Complete the Woodside Road Multi-Use Trail Project

Mr. Kessler stated this is approval of the remaining work proposal from the contractor for the completion of the Woodside Road trail. He stated this was before the Board previously and was Tabled to have the contractor provide an alternate fence type. Mr. Kessler stated these items were not originally part of the Contract for the project, and he noted specifically some of the trail sections that are being straightened out after the poles were removed. He stated the original Contract obviously did not have the trail being done more than once in those sections. He stated the fence length is another item as well as a few locations along the trail that are being finished up that are included in this package.

Mr. Kessler stated the difference between what was proposed previously with the split rail fence as opposed to now which is a horizontal board fence is \$2,450. He stated the total for the proposal is now \$177,815.00 and that includes the horizontal board fencing. He also noted that we anticipate hearing by the end of the month from the DCED about the Greenways Grant which was applied for with a requested amount of \$184,449.07. He stated the work for that Grant is not permitted to be started before the Grant is awarded, and we should wait to hear about the Grant before giving a green light to the contractor.

Mr. Kessler stated the proposal from R.E. Pierson Construction Co., Inc. includes the standard percentage of construction cost for inspection work which is 6% so that they can be there to make sure that everything is inspected and done to completion as the Township prefers.

Mr. Grenier asked if there is a Plan drawn up with the location and setbacks as part of the approval package. Mr. Kessler stated working with staff when they asked the contractor to provide the pricing, we gave them the Plan that included the seven locations where the trail

is being straightened out and replaced, the slope along the basin that is being armored and improved so that there is no erosion, and the linear footage of the fence which is a total of 1,225 linear feet of fence. Mr. Kessler stated what they provided them shows the location of each of the items that they provided a price for.

Mr. Grenier asked if PennDOT is in agreement with having this fence this close to the road, and Mr. Kessler stated Woodside is not a PennDOT road. He stated the fence is a protection for the trail users so that they do not fall into the roadway where the buffer is thinner than the Township standard. He stated it is not a guiderail for cars coming up the hill. He stated his staff looked into making sure that this is a proper barrier that will protect the trail users.

Ms. Blundi asked the height of the fence, and Mr. Kessler stated it is a little taller than 4'. Ms. Blundi asked if it would be strong enough to stop a car; and Mr. Kessler stated it is not a guiderail. Ms. Blundi stated Doylestown has similar looking fences along their trails, but they are metal; and she asked if those were looked into. Mr. Kessler stated they were. He stated the areas that they were advised to look into to have a stretch of fence were the areas where the buffers were thinner, and that came out of meetings some months ago. He noted the various locations where the fence is intended to be installed. He stated the necessity for a guiderail is not warranted based on the speeds. He stated the purpose of what has been proposed is to protect the trail users from falling into the road, and it is not meant to be a vehicle guiderail.

Ms. Blundi asked if the fence will start at the corner of Woodside and Taylorsville, and Mr. Kessler stated it would be going up the hill. Ms. Blundi stated she is concerned about further up the trail after the first entrance to Clearview where there is a very small strip of grass with no curb or anything that would allow cars to know when they are on the road and when they are on the trail especially if there is snow. She stated there has been evidence of tire tracks there already. She asked if the fence will go up that far.

A copy of the Plan was shown. Mr. Kessler stated coming up toward Clearview, the fence terminates just before you get to Clearview itself. He added that is where the buffer is less than the minimum the Township is looking to have between a curb and a trail. Ms. Blundi asked what is that minimum, and Mr. Kessler stated typically it is 5'. He stated the areas that have the 5' buffer similar to other trails in the Township were not proposed to have any fence installed as there was not a need for fencing at those locations. He noted the area where it narrows down going down the hill past Clearview; and this is

where the desire was early on in the project not to take right-of-way, and to have the trail fit within the right-of-way between the curb and what was available. Ms. Blundi stated we did do rights-of-way and did compensate homeowners at the “direction of the people who were designing this” so that we would have sufficient space. Mr. Kessler stated he does not believe that there were rights-of-way take on that descent; however, Ms. Blundi disagreed.

Ms. Blundi asked if there is 5’ between the roadway and the path for the remainder of the trail from Clearview up, and she asked if there are other places in the Township that have 5’ without any kind of curb or elevation change. Mr. Kessler stated past the newer Woodside trail past the Golf Course on the other side of the road, there is no curb. Ms. Blundi stated it is much wider, and Mr. Kessler stated it has the 5’ minimum. Mr. Kessler stated there is curbing as you come up the hill on Woodside, and that makes a big difference in the analysis as to whether you need further barriers where a vehicle might run into the side of the edge of paving compared to if it is just open space without any curbing.

Ms. Blundi stated there is no curbing other than at the corner, and then it stops abruptly. Mr. Kessler stated there is curbing on Woodside as you come up the hill if you are traveling up on the right side; however, Ms. Blundi disagreed.

Mr. Kessler stated another spot that has fencing proposed to be installed is where there is a slight narrowing of the buffer, which he showed on the Plan to the west of Hayfield Drive. He stated the edge of pavement especially as you go toward Taylorsville is more than one lane as there is a merging lane coming up the hill, and there is curbing and drainage that is along the edge of pavement, a 2’ grass buffer, and then the trail that has been installed.

Ms. Blundi showed the area where she has concerns since there is not 5’ and there is no curbing. She stated she does not feel that it is safe, and she does not know of anyplace else in the Township that has that small of a buffer, no difference of elevation, and the speeds being traveled currently even though it is posted at 45. Mr. Kessler stated from the edge of pavement to the inlet next to the trail is 5’, and that is why there is no fencing proposed there. He stated if the direction of the Board is to have the contractor provide more fencing in spots, that would be a linear-footage cost.

Mr. Grenier showed Dolington Road on Google Street View and stated most of that looks to be at grade with no curbing but it is probably two to three times wider. Mr. Kessler stated what they are proposing is to have the fencing where the buffer is less than the 5' Township requirement. Mr. Grenier asked if they are measuring the 5' from the white line to the path, and Mr. Kessler stated the Township Ordinance says edge of pavement to the trail. Mr. Kessler stated if there are areas that the Board would like to have fencing put in even in the areas that are exactly 5', they could have the contractor look into that; however, the item for this evening would be to have them complete the project with the additional items that were proposed after their original Contract.

Mr. Kratzer asked if the 5' is a Township standard or is there some other standard that is dictating 5' of separation from edge of pavement to commencement of the path. Mr. Kessler stated it was his understanding that there was an Ordinance requirement for 5', but he would have to verify exactly where that is. Mr. Fuller stated he recalls that 5' is the recommended standard for bicycle facilities by the American Association of State Highway Transportation which they were following. Mr. Grenier asked if PennDOT has anything in their Design Manual, and Mr. Fuller stated they do not have anything specified. Mr. Kratzer stated he was advised by Mr. Majewski that there is also something in SALDO that talks about 5' from face of curb.

Mr. Kessler showed on the slide where the fence is proposed to be installed just past the fire hydrant where it narrows to less than the 5' buffer. Ms. Blundi noted the cones on the slide, and Mr. Kessler stated that is where the slope armoring is to be done. Mr. Kessler stated what is proposed is a rip rap slope stone armoring that is between 2 and 3 to 1. Mr. Grenier asked the drop, and Mr. Kessler stated he will have to provide that information to Mr. Grenier at a later time. Mr. Grenier asked if they could do a split rail on the other side. Mr. Kessler stated it is \$27 per linear foot for their proposal. Mr. Grenier stated that would get them to the fire hydrant around to the corner, and Mr. Kessler stated there is another small piece where it is a little closer to the road near Hayfield. He stated the total quantity right now is 1,225 linear feet.

Mr. Grenier asked if the bottom of the fence is open, and Mr. Kessler stated it does not go flush with the ground and is kept open for drainage purposes.



Ms. Blundi stated she is getting texts from people in the neighborhood who are saying the area Mr. Kessler has indicated is 5' is not 5'; however, she did not go out and measure it. Mr. Kessler stated they would be willing to verify the stretch where they might want additional fencing. Ms. Blundi asked if curbing would be less expensive and as safe as fencing. Mr. Fuller stated it would not be less expensive given how the road slopes there. He stated the grass is part of the drainage system; and if they were to curb that, they would have to install inlets and piping. Mr. Kessler stated there are infiltration trenches in the grass.

Mr. Grenier asked if SAFE Engineering looked at this, and Mr. Kessler stated that is who recommended the fencing in the areas that did not have the 5'. Mr. Grenier stated if we want additional fencing, it will be at an additional cost of \$27 per linear foot for the horizontal board fencing. Mr. Grenier asked the additional linear footage to cover the portion of the trail where there have been concerns raised. Mr. Kessler stated the stretch on the basin side would be about 20'. Mr. Grenier stated that is steep, and he feels there should be some protection there whether it is that fence or something else.

Mr. Grenier asked if the Board would consider doing the initial phase to address the most-concerning locations, and use that as a test run; and then maybe add more later. Mr. Kessler stated when the contractor is looking for direction with regard to getting materials, he feels they would want to know everywhere they are being asked to put the fence. He stated what is shown is what was planned so far with the price provided, but he would be glad to go out and walk the site with the Board or individual Board members to look at specific areas and then follow up to clarify with the contractor.

Mr. Lewis stated another issue is the speed on Woodside going west which he believes has Ms. Blundi concerned. He asked if, separate from the path itself, we should ask SAFE to review how to do a "lane diet." Mr. Grenier stated that would be similar to what was done at Edgewood. Mr. Lewis stated we might change some of the street markings to help reduce the speed to address those concerns separate from the path and deal with the speeds on Woodside in general. He stated there have been requests for enhanced enforcement over the years, and we have installed speed meters many times there. Mr. Lewis stated part of this is possibly a function of the widening that was done by the Delaware River Joint Toll Bridge Commission as part of the bridge install which

may have caused the speeds to increase. He stated traffic was also reduced significantly on Woodside because of the lane widening which gives drivers the option to increase their speed. He stated possibly we should talk to the Delaware River Joint Toll Bridge Commission about how to manage down the speeds based on structuring the road separate from the bike path itself.

Mr. Grenier stated they do have to do some re-surfacing because of the waviness of the downhill in one area; and when they are out there, that may be an opportunity to discuss this.

Mr. Fuller stated the double left on Taylorsville Road onto Woodside does not help, and in order to do anything with the double left, it would be on the Township. He stated the Township owns the traffic signal, and we would need to go to PennDOT and ask to revisit all of this. He stated Mr. Kessler's team is already designing the crossing of Taylorsville, and we could ask RVE to look at that from a traffic standpoint to see if the double left could be removed. He stated he assumes the purpose of the double left was to get left turns out faster to give the green light to southbound Taylorsville so that rather than having ten cars backed up in one lane, you have five and five and get done in half the time. Mr. Fuller stated when Mr. Kessler's team goes to model the crossing time for pedestrians, they could look at that to see if that could be eliminated.

Mr. Lewis stated we have received complaints in the past from Upper Makefield residents about the ability to go south on Taylorsville Road and that the lights are not timed right for them. He stated he has talked to the Delaware River Joint Toll Bridge Commission in the past about that.

Mr. Ross moved and Mr. Grenier seconded to approve authorizing the additional and remaining work to complete the Woodside Road Multi-Use Trail Project. Motion carried with Ms. Blundi abstained.

#### Discussion – RE: Highland Drive Culvert Replacement Project

Mr. Kessler stated at the previous meeting he was asked to follow up with some options with regard to the material for the culvert – an aluminum arch compared to options for concrete as well as different factors which come into play including the cost, lead time, and if we wanted it as an option in the Bid for the contractor to purchase the culvert after the fact or if we wanted to have it designed and purchased by the Township prior so that it is ready for the contractor once the project is awarded.

Mr. Kessler stated a concrete option was provided as a follow-up by Contech which had previously done the aluminum arch per the direction during the Permit process. He stated the cost for the concrete is more expensive than the aluminum. He stated there is also a twenty-five years' difference between the expected life of the culvert itself with seventy-five years for the aluminum and one hundred years using the concrete. He stated the concrete would take more time to be fabricated and ready for the project.

Mr. Fuller stated he believes it would cost about \$20,000 to \$25,000 more for the concrete. He stated if they went with CON/SPAN it would be less expensive from a design perspective for the Township since Mr. Kessler could put it in the drawings. He stated if we were to go with a traditional precast option, Mr. Kessler's team would probably have a lot more work to do to finalize the design, etc. Mr. Fuller stated he would be in favor of concrete; and while he is not familiar with CON/SPAN it would probably be the most turnkey if the option is concrete. Mr. Kessler agreed adding that there are also some associated construction items with all the options that are considered; and even with the Contech concrete option, there would be associated costs for the contractor as to backfill, etc. He stated there could be about \$26,000 additional going with concrete. Mr. Kessler stated the lead time for concrete will add two to three months, so the timeline would be pushed out to later in the spring or early summer.

Mr. Grenier stated he would prefer the concrete option due to overall cost of ownership in terms of how long it will last, overall potential maintenance, and staff's comfort level with the type of culvert it is for future re-paving. He asked that the staff provide a recommendation as to the process.

Mr. Kessler stated the benefit of getting the culvert made by Contech or someone else and having it ready for a Bidder is that the cost would be defined. He stated it could also be included in the Bid as that product or a proved equal so that the potential Bidders could come back with a concrete product other than CON/SPAN. Mr. Grenier stated he understands that Contech offers a concrete product instead of the arch that could work here.

Mr. Kratzer stated if we are going the route of this or an equivalent product, that circumstance would require us to enter into a Professional Services Agreement with Contech for purposes of the design components so that could be incorporated into the Bidding documents. Mr. Kratzer asked Mr. Kessler if that would still be the \$5,000 Fee associated with the PSA if the decision is to go with the concrete but not pre-procure it directly.

Mr. Kessler stated as far as it being concrete instead of aluminum, he will have to confirm with them that it is still \$5,000 although he assumes that it is the same. He stated that would be for them to finalize, and stamp their product in the Final Bid as the final culvert design with their understanding that there could be an alternate provided by a Bidder.

Mr. Kratzer stated at this point they were just looking for the preference of the Board related to the material, and it seems that concrete is the preferred alternative. He stated it also seems that from a procurement standpoint, the Board wants the contractor to assume the risk associated with the procurement and storage which would require the Township to verify pricing from Contech on what the cost for the professional services they would be providing would be. He stated \$5,000 was initially offered, and we would have to verify that would be the same as what they were offering with the aluminum arch. Mr. Kessler stated they will have to confirm that since that was not included when they provided the description of the concrete option. Mr. Kessler stated that would be part of the Bid package that would go out for public bidding, and the contractor would theoretically purchase the culvert from Contech or whoever once they were awarded, and the lead time would start from then.

Mr. Fuller stated if this goes out to Bid with just the CON/SPAN drawings in it, Mr. Kessler will probably start getting multiple questions during the Bid phase whether the Township will accept equals, and we may get less expensive options allowing for equals. Mr. Fuller stated he feels Mr. Kessler should finalize grades and approaches so that we are protected. Mr. Kessler stated they will review their final plan with staff and the Board for a final look before it goes out to Bid. Mr. Kessler stated it will be fully Permitted with DEP, and they will have them acknowledge that it meets the openings that they looked at before. He stated they will then have the final concrete culvert drawings, and the Bidders will have the right to propose an alternate from the Contech product, and his office will review that product and make sure that it meets all of the same specifications, opening sizes, etc. so that it is in line with all of the Permitting. Mr. Fuller stated he is in favor of this approach.

It was agreed that the PSA will be brought back to the Board for authorization at a future meeting. Mr. Kessler stated they have been responsive, and he would hope to have that before the Board at the next meeting.

General Project Updates

Mr. Kessler stated with regard to the crossing of Taylorsville Road, there was a positive meeting with PennDOT on October 29<sup>th</sup>, and they will work on some follow-up items and continue to move forward.

Mr. Kessler stated with regard to the road improvements on Taylorsville which are the sidewalks and the drainage, a utility coordination meeting has been set up for next Tuesday afternoon. He stated they are also looking to set up an initial meeting with DCNR and PennDOT to discuss the layout and the end of the preliminary design phase. He stated after that, we will hopefully hear about the MTF Grant which will allow us to continue to move forward with the project.

Mr. Grenier asked for an update on Highland on the PA Water side prepping for the culvert. He advised Chief Coluzzi that the contractors have been there and shut down the road a couple of times and 4 Highland had their mail box knocked over by someone making a U-turn. Mr. Grenier stated trash trucks were also not able to get through so trash collection was delayed this week. Mr. Kessler stated they are currently doing the lateral connections off the main. He stated his understanding is that there is not much left for them to complete, and they are asking about the timetable the Township has for the actual project when they would finish their work under the stream for the connection which would be done when the actual culvert replacement is done next year.

## MANAGER'S REPORT

Approve Authorizing the Release of a Bid for the Pine Grove Road and Big Oak Road Intersection Improvement Project (Green Light-Go Grant Funded – \$305,320.00)

Mr. Kratzer stated there is a 20% local match that is required for this. He stated assuming that authorization is approved this evening, the project would be posted on PennBid by November 11 with a Bid opening date of December 9, and the potential award of the project at the December 18 meeting. He stated the Grant Agreement, for which we are not able to have any further extensions, expires June 30, 2025; and while we are comfortable with that schedule at this point, we need to proceed into the Bidding phase.

Mr. Grenier moved, Mr. Ross seconded and it was unanimously carried to authorize the release of a Bid for the Pine Grove Road and Big Oak Road Intersection Improvement Project (Green Light-Go Grant Funded - \$305,320.00)

Approval of Resolution #24-25 Authorizing an Application to the PECO Green Region Open Space Program for Phase 2 of the Five Mile Woods Preserve ADA Accessibility Enhancement Project

Ms. Blundi moved and Mr. Grenier seconded to approve Resolution #24-25 authorizing an Application to the PECO Green Region Open Space Program for Phase 2 of the Five Mile Woods Preserve ADA Accessibility Enhancement Project.

Mr. Kratzer stated Phase 1 was funded through this Program last year, and we are looking at submitting another \$10,000 request to continue the work. Ms. Tierney stated this would be a 350' extension along with some educational signage.

Motion carried unanimously.

SOLICITORS REPORT

Ms. Carlton stated that the Board met in Executive Session prior to the meeting to discuss employment, litigation, and Real Estate matters.

Approval of an Ordinance Amending Chapter 34 – “Pensions,” Article 1 – “Police Pension Plan,” Section 2 – “Definitions”

Ms. Carlton stated specifically with reference to the Definitions Section, “compensation” and “Police Command Officer” were replaced.

Mr. Ross moved, Mr. Grenier seconded and it was unanimously carried to approve an Ordinance amending Chapter 34 – “Pensions,” Article 1 – “Police Pension Plan,” Section 2 – “Definitions.”

Ms. Carlton noted that the Ordinance was probably advertised and provided to the Bucks County Law Library.

Approval of an Ordinance Providing for the Amendment of the Code of the Township of Lower Makefield, Specifically the Repeal of Part ii, Chapter 168 “Small Wireless Facilities,” and the Adoption of Part ii, Chapter 195 “Lower Makefield Township Wireless Communications Facilities Ordinance;” Providing for Purposes and Findings of Fact Related to the Adoption of the Amendment, Providing for Definitions, Establishing Certain General and Specific Standards Relating to the Location, Placement, Construction, and Maintenance of Tower-Based Wireless Communications Facilities, Non-Tower Wireless Communication Facilities, and Small Wire Communication Facilities Providing Further for the Regulation of Such Facilities Within the Public Rights-Of-Way and Outside the Public Rights-Of-Way, providing for the Establishment of Certain Application and Annual Renewal Fees, Providing for the Enforcement of Said Regulations, and Providing for an Effective Date

Ms. Carlton stated this has been discussed at prior meetings, and the Ordinance was slightly amended to comply with the Bucks County Planning Commission letter of October 1, 2024 specifically to underline additions that were made and we struck the definition of “wireless communications facilities” in the Zoning Ordinance or reference thereto. Ms. Carlton stated this Ordinance has been properly advertised and provided to the Bucks County Law Library.

Mr. Ross moved and Mr. Grenier seconded to approve an Ordinance providing for the amendment of the Code of the Township of Lower Makefield, specifically the repeal of Part ii, Chapter 168 “Small Wireless Facilities” and the adoption of Part ii, Chapter 195 “Lower Makefield Township Wireless Communications Facilities Ordinance.”

Mr. Lewis stated this has been long discussed and had extensive review by multiple people including public comment which resulted in revisions to the Ordinance. He stated there have been concerns about wireless connectivity in certain portions of the Township, and this gives wireless companies the ability to deploy the newest types of wireless facilities in concert with Pennsylvania State Law.

Motion carried unanimously.

#### APPOINTMENTS TO BOARDS AND COMMISSIONS

Mr. Grenier moved, Mr. Ross seconded and it was unanimously carried to approve the Appointment of Mr. Allen DePuy and Mr. Rick Ryan to the Golf Committee.

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ADDITIONAL PUBLIC COMMENT

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

There being no further business, the meeting was adjourned at 9:50 p.m.

Respectfully Submitted,



Suzanne Blundi, Secretary