

TOWNSHIP OF LOWER MAKEFIELD  
BOARD OF SUPERVISORS  
REORGANIZATION MEETING  
MINUTES – JANUARY 6, 2025

The Reorganization Meeting of the Board of Supervisors of the Township of Lower Makefield was held in the Municipal Building on January 6, 2025. Mr. Lewis called the meeting to order at 7:34 p.m. and called the Roll.

Those present:

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

Others: David W. Kratzer, Jr., Township Manager  
Maureen Burke-Carlton, Township Solicitor  
Isaac Kessler, Township Engineer

The meeting was turned over to Ms. Carlton, Chair Pro Tem.

#### ELECTION OF CHAIR OF THE BOARD OF SUPERVISORS FOR 2025

Mr. Lewis moved, Ms. Blundi seconded and it was unanimously carried to elect Mr. Grenier as Chair of the Board of Supervisors for 2025.

The meeting was turned over to Mr. Grenier.

#### REMARKS BY THE NEW CHAIR

Mr. Grenier thanked the Board for electing him as Chair and thanked Mr. Lewis for his leadership in 2024. Mr. Grenier stated there are a number of items to cover in 2025 and a number of studies going on related to the Budget, Fire Services, stormwater management, and infrastructure. He added that the Board is also looking for a new Chief of Police and will be reviewing RFPs for professional services. He stated the Board will also review Land Developments and policy issues. He stated he looks forward to working with the team for another positive year in 2025.

ELECTION OF OTHER OFFICERS

Election of Vice Chair of the Board of Supervisors for 2025

Mr. Ross moved, Ms. Blundi seconded and it was unanimously carried to elect Mr. Lewis as Vice Chair of the Board of Supervisors for 2025.

Election of Secretary of the Board of Supervisors for 2025

Mr. Lewis moved, Mr. Ross seconded and it was unanimously carried to elect Mr. McCartney as Secretary of the Board of Supervisors for 2025.

Election of Treasurer of the Board of Supervisors for 2025

Mr. Lewis moved, Ms. Blundi seconded and it was unanimously carried to elect Mr. Ross as Treasurer of the Board of Supervisors for 2025.

Election of Assistant Secretary/Treasurer for 2025

Mr. Lewis moved, Mr. Ross seconded and it was unanimously carried to elect Mr. Kratzer as Assistant Secretary/Treasurer for 2025.

APPOINT CHAIR OF THE LOWER MAKEFIELD TOWNSHIP VACANCY BOARD

Mr. McCartney moved, Ms. Blundi seconded and it was unanimously carried to appoint Adrian Costello as Chair of the Lower Makefield Township Vacancy Board for 2025.

PROFESSIONAL SERVICES

Appointment of Solicitor for 2025

Mr. McCartney moved, Mr. Lewis seconded and it was unanimously carried to appoint Ms. Carlton and Curtin & Heefner as Solicitor for 2025.

Appointment of Township Engineer (interim appointment) for 2025

Mr. Lewis moved and Mr. Ross seconded to appoint Remington Vernick Engineers as the interim Township Engineer. Motion carried with Ms. Blundi opposed.

Appointment of Sewer Engineer for 2025

Mr. Lewis moved, and Mr. Ross seconded to appoint Ebert Engineering as Sewer Engineer for 2025.

Mr. Grenier asked Mr. Kratzer how much we have for services for the Sewer Engineer since we no longer own the Sewer system. Mr. Kratzer stated it is relatively limited, but the one larger issue relates to the Act 537 Special Study to be able to transfer the Permit from the Township to Aqua. He added that this is almost finished, and there were some required submissions including to Yardley and Falls Planning Commissions for their review and recommendation.

Mr. Kratzer stated the Township has a program related to the inspection of sanitary sewer laterals which are private facilities that are inspected prior to the sale of homes, and that is ongoing work. He stated once the Permit is transferred, that is something that could either stay with Ebert Engineering or there could be evaluation of other options as it relates to that issue.

Motion carried unanimously.

Appointment of Traffic Engineer (interim appointment) for 2025

Mr. Lewis moved, Mr. Ross seconded and it was unanimously carried to appoint SAFE Engineering as the interim Traffic Engineer.

PUBLIC COMMENT

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

OTHER BUSINESS

Ms. Carlton stated that once the Public Meeting is adjourned, the Board will be going into Executive Session to discuss employment and personnel issues.

ANNOUNCEMENT OF SUPERVISOR LIAISON ASSIGNMENTS FOR 2025

Mr. Grenier announced the Supervisor Liaison assignments for 2025 as follows:

Mr. Lewis – Disability Advisory Board, Environmental Advisory Committee,  
Human Relations Commission, Veterans Committee

Mr. McCartney – Electricity Reliability Committee, Golf Committee, Park & Rec,  
Citizens Traffic

Mr. Ross – HARB, Patterson Farm Master Plan Implementation Committee,  
Farmland Preservation, Historical Commission

Ms. Blundi - EMAC, Trenton-Mercer Airport Review Panel, Zoning Hearing  
Board

Mr. Grenier - Board of Auditors, Emergency Management, Planning Commission,  
Stormwater Management Committee

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

Mr. Lewis moved, Mr. Ross seconded and it was unanimously carried to establish the amount of the Treasurer's Bond at \$2,000,000.

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

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

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There being no further business, the Public Meeting portion was adjourned at 7:48 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'James McCartney', written in a cursive style.

James McCartney, Secretary

