

TOWNSHIP OF LOWER MAKEFIELD
BOARD OF SUPERVISORS
MINUTES – SEPTEMBER 17, 2025

The regular meeting of the Board of Supervisors of the Township of Lower Makefield was held in the Municipal Building on September 17, 2025. Mr. Grenier called the meeting to order at 7:35 p.m. and called the Roll.

Those present:

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

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

Absent: James McCartney, Board of Supervisors Secretary
 Suzanne Blundi, Supervisor

COMMUNITY ANNOUNCEMENTS

Mr. Grenier stated during this portion of the Agenda residents and youth organizations may call in to make a special announcement or may contact the Township at 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. Grenier stated the Friends of 5 Mile Woods are looking for volunteers to help with Five Mile Woods cleanup. They are held the second Saturday of the month at 9:00 a.m. from July until October. If you have some free time and would love to volunteer, we would love your help. 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.

Mr. Grenier stated Parks for Pollinators BioBlitz will be held in September with guided pollinator walks on 9/21 and 9/27 at Five Mile Woods Preserve. Additional information can be found on the Township Website at www.lmt.org.

Mr. Grenier stated the Lower Makefield Township Police Department is hosting a Town Watch Informational Meeting on Tuesday, September 23 at 7:00 p.m. in the main meeting room of the Township Building, 1100 Edgewood Road, Yardley.

Mr. Grenier stated the Environmental Advisory Council is hosting a Styrofoam Collection event on Saturday, November 1 from 10:00 a.m. to noon at the Township Building. Along with your clean white Styrofoam, you can also bring natural corks, cleaned pill bottles with tops, and batteries. If you have any questions, you can check out the calendar on the Township Website at lmt.org or reach out to the Township at admin@lmt.org.

Mr. Grenier stated the Board is deeply saddened by the passing of former Lower Makefield Township Supervisor Darwin J. "Dobby" Dobson, who served our community with dedication from 2012 to 2015. His commitment to service and the kindness he shared with so many will long be remembered, and we extend our heartfelt condolences to his family and loved ones.

Mr. Grenier stated the Township has been mentioned a lot at Yardley Borough Council meetings of late related to their Police Transition Committee which has been set up; and there have been some statements made in the public which he would like to correct for the record. Mr. Grenier stated Lower Makefield Township has not had any conversations with Yardley Borough related to the Yardley Borough Police Transition Committee, and no one has reached out to the Township about anything. He stated there have been other comments made in the public about some members of the Yardley Borough Council and our Chief of Police who used to be the Chief in Yardley Borough which he feels are unfortunate comments. Mr. Grenier stated speaking on behalf of the Board of Supervisors since Chief Kelly has joined us is Lower Makefield he has been a great addition, and there have been wonderful changes to the Police Force and the culture in general in the Township among staff.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Mr. Hasib Abdu-Rahman, speaking on behalf of the Zubaida Foundation, commended Chief Kelly and his staff for what they have done to help Zubaida Foundation particularly during their regular Friday services. He stated they will complete their second building in a few months, and they will invite the Board of Supervisors to attend once it is open.

APPROVAL OF CONSENT AGENDA ITEMS

Mr. Lewis moved, Mr. Ross seconded and it was unanimously carried to approve the following Consent Agenda items:

Approved the Minutes for the September 3, 2025 meeting
Approved the Warrant List dated September 3, 2025 in the amount of \$1,465,959.77 (as attached to the Minutes)
Approved the Warrant List dated September 17, 2025 in the amount of \$331,616.76 (as attached to the Minutes)
Approved the August, 2025 Interfund Transfers
Approved acknowledging receipt of the 2026 Minimum Municipal Obligations for the Police Pension Plan, Non-Uniform Defined Benefit Pension Plan, and the Non-Uniform Defined Contribution Plan
Approved to ratify and confirm the extension of a Conditional Offer of Employment to Jake P. Kulchinsky, Patrol Officer, Police Department
Approved Payment Applications #1 and #2 to Harris Blacktopping, Inc. for the 2025 Road Program in the amount of \$60,280.00 and \$282,548.50
Approved acknowledging the Grant of an Extension of Time for Torbert Subdivision until November 30, 2025
Approved acknowledging the resignation of Kevin Gallen from the Environmental Advisory Council

COMMUNITY DEVELOPMENT

Approve Adoption of the Lower Makefield Township Floodplain Management Ordinance

Mr. Majewski stated the Ordinance has been advertised in the Bucks County Courier Times and has been available on the Township Website and at the Township Building for the general public to review. He stated the Ordinance is partly to make it a stand-alone Ordinance which makes it easier for people to find and to enforce. He stated in order to help comply with our Community Rating System flood insurance discount, it was necessary to modify some items in the Ordinance, and that has been done. This will maintain our current 15% discount.

Mr. Ross moved and Mr. Lewis seconded to approve the adoption of the Lower Makefield Township Floodplain Management Ordinance.

Mr. Grenier asked if we received any public comment, and Mr. Majewski stated we did not.

Motion carried unanimously.

ENGINEER'S REPORT

The Board received the Engineer's Report in their packet and had no questions or comments at this time.

MANAGER'S REPORT

Approve Authorizing the Fourth Amendment to Golf Course Management Agreement

Mr. Kratzer stated this was prepared by the Township solicitor. He stated there were prior discussions about the request for proposal process; but ultimately from a timing standpoint, that was going to be a challenge to do this year. The Agreement being considered extends the term of the existing Agreement through December 31, 2026 so it is a single-year extension. It also deletes the automatic renewal provisions in the Agreement which will insure that the Township can go through whatever process seems appropriate in 2026. It also maintains the existing 2025 Base Management Fee for 2026.

Mr. Ross moved and Mr. Lewis seconded to approve authorizing the fourth Amendment to the Golf Course Management Agreement.

Mr. Grenier stated the goal is to extend this so that we have a Contract in place, but ultimately we want to review the overall Contract to see if there are ways to reshape it, have different terms, and change how we address the Golf Course moving forward so that it benefits the Township. He stated this will give us the time to do that. Mr. Grenier asked if this has been presented to Spirit, and Mr. Kratzer stated Spirit is agreeable to the terms that are before the Board.

Motion carried unanimously.

PUBLIC WORKS

Project Update – Highland Drive Drainage Improvements Project

Mr. Fuller stated there will be an Open House on Tuesday, September 23 at 7:00 p.m. The contractor is getting started this week, signs are posted, and the detour will begin on September 29. Highland Drive will be closed between Taylorsville Road and Upton. Demolition of the culvert will then begin. He stated it is anticipated the road will be closed until the new culvert is set which is anticipated to be right before Christmas. He stated during that span there will be coordination with PA American Water as they need to cross the stream as does PECO Gas which needs to re-locate a gas line.

Mr. Grenier stated he understands that the new culvert will not be installed until sometime in December, and Mr. Fuller agreed. Mr. Fuller stated once the existing culvert is demolished, the work site will be turned over to PECO and PA American Water to do their utility re-locations. Once that work is complete, it lines up with the culvert fabrication; and the contractor will do the sub-base preparation, the foundation work, and the culvert would then be delivered and set. Mr. Kratzer stated the demo is required in order to permit the utility re-location.

Mr. Grenier stated there are a number of people between Maplevale and Hillwood Terrace who go back and forth because of the access to the Canal, walking their dogs, etc.; however, Mr. Fuller stated there will be no means for pedestrian crossing as it will be an active construction site.

Mr. Grenier noted the impact on the Pennsbury bus routes; and Mr. Fuller stated they have notified the Director of Transportation, and they are re-routing to make sure that buses do not use that section of road and are prepared for the closure.

Mr. Grenier stated there are about 8 homes between Taylorsville and the western extent of the work past Upton; and Mr. Fuller stated the contractor is fully aware that they have to maintain conversation with the residents if and when a driveway could be blocked for a day during utility work, and they understand that those residents need full access to their homes at all times. Mr. Fuller stated the Township engineer is providing the RPR services for the project; and he will make sure that their site inspector makes contact with the residents, and that the residents have his contact information.

Mr. Grenier asked who is our internal contact if there are any issues; and Mr. Fuller stated they can contact Public Works, and they will make sure that the Township engineer's team is fully aware. Mr. Grenier stated residents can reach out to him as well.

Mr. Kratzer stated since a Police-related meeting is scheduled for September 23 as well, the Open House for this project will either be held in the Township Building or the Community Center; and the location will be updated on-line and on social media prior to the event.

Mr. Fuller stated depending on the weather, the goal is to get the road open for traffic by Christmas; and once weather allows final paving will take place in the spring. Mr. Fuller stated he will provide updates when there is more information available.

Mr. Lewis asked what will happen if we experience a significant rain event prior to the project being completed; and Mr. Fuller stated if a rain event were to happen, the work site would be protected for flow-through water.

SOLICITOR'S REPORT

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

Approve Resolution #25-13 Adopting the Use of Personal Electronic Devices and Workplace Recording Policy

Ms. Carlton stated this was provided to the Board in their packet and has been previously discussed.

Mr. Lewis moved and Mr. Ross seconded to approve Resolution #25-13 adopting the Use of Personal Electronic Devices and Workplace Recording Policy.

Mr. Lewis stated this was revised so that it does not require written approval so that a Department Head can provide general approval for things that are legitimately operational training or investigatory purposes which is a change from when this was first discussed. Ms. Carlton agreed that was one of the few comments received. Mr. Lewis stated technology is changing in terms of

what AI can do in the workplace and some of it is positive while some of it is frustrating. He stated this is to set up a reasonable policy so that people know that they are not always being recorded and that they know clearly when they are.

Motion carried unanimously.

Approve Authorizing Advertisement of an Amendment to the Subdivision and Land Development Ordinance Relating to the Tree Bank

Ms. Carlton stated this was before the Planning Commission, and their comments were provided to the Board in their packet. She stated correspondence was sent to Bucks County Planning Commission in anticipation of this being voted on for advertisement.

Mr. Ross moved and Mr. Lewis seconded to approve authorizing advertisement of an amendment to the Subdivision and Land Development Ordinance relating to the Tree Bank.

Mr. Lewis stated the Planning Commission made a change related to native shrubs and herbaceous perennials and native groundcovers. He stated he understands that the EAC would prefer that the language stay in. Mr. Grenier stated the Planning Commission removed the native groundcovers and herbaceous groundcovers although they were not as strong on removing the shrubs. Ms. Carlton stated they left it to the Board of Supervisors to make that decision.

Mr. Grenier stated the herbaceous perennials, which are the grasses, wild-flowers, etc., were removed because when they are planted, if they are not maintained with a lot of intensity, within a few years you will have non-native invasives take over the native perennials so they are not very successful. Mr. Grenier stated the goal of the Tree Ordinance is to replace trees, and the mitigation is in-kind. He stated from a Federal and a State level when you are doing a mitigation, which this Tree Replacement Ordinance is, you want to replace the same functions and values; and replacing trees with herbaceous "stuff" is not the same. He stated shrubs are not quite the same as it is still woody vegetation, and some shrubs are basically short trees, and they provide a similar benefit, so it is allowed. Mr. Grenier stated the Planning Commission removed herbaceous cover and shrubs. He stated he would not be in favor of keeping herbaceous perennials and native groundcovers, but he would be in favor of keeping the shrubs.

Mr. Lewis asked if we have ever used Tree Bank money for stormwater management buffers, and Mr. Grenier stated trees have been put along streambanks. He added that stormwater management buffers are typically riparian buffers which are the stream corridors, and it is great to plant trees along stream corridors when possible. He stated he would also love to do that on some farmland as well where there are stream corridors, but we have not been able to do as much of it as he would like. He stated trees being planted on stream corridors would be a key location as we look to plant more trees as they have a great benefit. Mr. Lewis stated we have been doing some naturalization of buffers. Mr. Lewis stated the EAC met and there was concern about the perennials, grasses, and shrubs as well.

Mr. Jim Bray, resident and Chair of the Environmental Advisory Council, stated the EAC is concerned about the wording from the Planning Commission. Mr. Bray stated he would like to discuss the history of the change to this Ordinance going back to 2016; however, Mr. Grenier asked that Mr. Bray keep his comments within the three-minute range. He stated the Board knows and appreciates the history of the Tree Bank Ordinance.

Mr. Bray stated this Tree Bank Ordinance modification was brought to the attention of the Board by Mr. Kratzer earlier this year as he had found out that from 2016 to 2023 not only were we planting trees, but in the earlier Plan we planted about 400 shrubs. Mr. Bray added that native grasses were called for as well in that Ordinance; however, they were never planted. Mr. Bray stated the 2024 Plan called for the planting of 1,545 trees, 1,319 shrubs, and 1,500 perennials. Mr. Bray stated the EAC feels that the exclusion of shrubs and perennials is not in the best interest of the Township.

Mr. Bray stated he sent an e-mail to the Board today which he would like to read; however, Mr. Grenier stated the Board already has the e-mail, and it does not need to be read. Mr. Bray stated the last part states that “the planting of meadows as well as shrubs gives LMT residents a great opportunity to become involved citizens. Giving residents this opportunity is important to Township management. This fact was clearly demonstrated in the 2016 Plan where roughly 400 to 500 shrubs and close to 1,000 trees were planted.”

Mr. Bray stated there were a few meetings about this Amendment to determine the wording, and the EAC came up with some wording and the Township Manager made some changes to that. He stated Mr. Kratzer

then asked him to take this back to the EAC to get their full approval, and that is what happened. Mr. Bray stated he feels what the EAC is requesting is in the best interest of the Township to have a biologically-diverse planting plan; and that is what planting trees, shrubs, perennials, and native grasses is. He stated viewing the five-acre meadow in full bloom at Bowman's Hill Wildlife Preserve shows the ecological interest and beauty of a meadow. He stated the EAC feels strongly that the perennials and native grasses should be included.

Mr. Bray stated this plan was approved at a meeting by Mr. Kratzer, Ms. Tierney, Mr. Dresser, Mr. Majewski, and himself. Mr. Kratzer stated his observation based on what was said at the meeting was that the historic use of these funds was not consistent with the language that was currently in the Subdivision and Land Development Ordinance. Mr. Kratzer stated it is up to the Board of Supervisors if they want to limit it to trees, and they were just trying to reconcile language so that there was no issue with the potential utilization of these funds being inconsistent with the explicit language in the Ordinance.

Mr. Bray stated one of the main concerns is that meadows like this can be covered in short period with invasive plants; and while that is a possibility, it did not happen at Bowman's Hill Wildflower Preserve. He stated they do not think it will happen in Lower Makefield Township because the EAC has a full Board; and they are going to assign monitoring a meadow as a task to one of their new members so invasives should not be an issue when you stay on top of it. He stated they want perennials and especially shrubs to be included in the Plan because it is in the interest of the Township and is in the interest of the environment.

Mr. Grenier stated he would be in favor of including native shrubs but not herbaceous vegetation. He stated the goal of a Tree Replacement Ordinance is to replace trees. Mr. Lewis asked if we have herbaceous perennials in the upcoming Tree Planting Plan, and Mr. Bray stated we do as it included planting a meadow at the east end of Memorial Park. Mr. Lewis stated since this Amendment has not yet been passed, anything that was previously approved would be fine, and it would just be what is going forward.

Mr. Grenier reviewed the work that needs to be done to maintain a meadow. He stated it is a huge undertaking which costs thousands of dollars over the years, and you do not get the same benefit as planting trees. Mr. Grenier stated if native shrubs are to be permitted, there should be parameters put

in place; and when we review shrub planting plans, we need to be careful to make sure that enough of them are being planted to provide proper habitat and that those planted are of the right size.

Mr. Lewis stated for the 2026 Tree Bank Plan there would not be any herbaceous perennials or native groundcovers. Mr. Kratzer stated he does not believe the Board has authorized the planting of any of that; and Mr. Bray was just pointing out that in the multi-year plan that the Board developed, there are some locations that are calling for the potential to be planted in a meadow condition. If Tree Bank funds are not going to be used and the Board still wanted to proceed with that plan, we would have to find another funding source in order to do that. Mr. Grenier stated there are Grants for that. Mr. Kratzer stated removing the ability to utilize the Tree Bank funds for that does not negate the potential to implement those improvements. Mr. Grenier stated he feels that where there is an opportunity to find funds, they should plant those types of habitats; and we should go after those.

Mr. Lewis stated he is in favor of being strict about the Tree Bank Ordinance since it has been defended legally a number of times.

Mr. Lewis moved to amend the Motion to add back in native shrubs, and this was acceptable to Mr. Ross.

While Mr. Bray wished to make a comment, Mr. Grenier noted that the public comment portion on this matter is over; and the Board is just finalizing their discussion before voting. Mr. Grenier stated he appreciates Mr. Bray's comments and the work he is doing.

Mr. Grenier stated other changes to the Ordinance include increasing the cost for replacement trees that developers have to pay from \$374 to no less than \$450 and changes related to CPI.

Motion as amended carried unanimously.

Approve Authorizing Advertisement of an Amendment to the Subdivision and Land Development Ordinance Relating to Street Trees and Buffer Yards

Ms. Carlton stated this was discussed by the Planning Commission, and they had discussion about the Type III buffer, which are the Farmland buffers. She stated it was written that the buffer width was to be 35' in which a 10'

wide planted area is required on the Residential side of the property line. She stated there was discussion whether the planting should be on the Residential side or the Farmland side; and the Planning Commission came down on it being on the Farmland side primarily because they felt it should be maintained by Farmland Preservation since if it were on the Residential side, it may not be maintained, may not be able to be enforced, and it was felt it would be more beneficial for Farmland Preservation to be on the Farmland side. Mr. Grenier stated it was also noted that this could be seen as a “back-door taking.”

Mr. Ross moved and Mr. Lewis seconded to authorize the advertisement of an amendment to the Subdivision and Land Development Ordinance relating to Street Trees and Buffer Yards.

Ms. Carlton stated the only change is that in D1, they struck “Residential” and inserted “Farmland.” Mr. Grenier stated he is in favor of this approach as it insures that the buffer is maintained. Mr. Lewis stated Farmland Preservation has had the issue where buffer trees are on the property of residents and encroach onto Farmland Preservation as well as other issues including fence issued that they have had to deal with.

Mr. Grenier stated when he was the Liaison for Farmland Preservation, their biggest effort annually were letters to their neighbors about buffers. He stated he feels Farmland would probably prefer that the buffers lean more toward the residents so that they could get more farmable land; however, he would be in favor of it being on Farmland so that it is maintained. He stated he would also like to see stream buffers planted on farmland throughout the Township, and he would like to address this in the future.

Mr. Bray stated the EAC had no comments on this but felt it was a good idea.

Motion carried unanimously.

SUPERVISORS’ REPORTS

Mr. Lewis stated the Disability Advisory Board is actively encouraging our State Legislators to complete a Budget because the Bucks County Center for Independent Living is without funding, which means that those who rely on it cannot receive services. Mr. Grenier asked if they asked that the Board do any outreach on their behalf; and Mr. Lewis stated while he had

suggested that they write separately on their own to make sure they had the most impact, he would be open to anything the Board would like to do as well.

Mr. Lewis stated the HRC will meet next week, and they have received a case that has gone through review by the Township solicitor which will be reviewed later.

APPOINTMENTS/REAPPOINTMENTS TO BOARDS AND COMMISSIONS

Mr. Lewis moved, Mr. Ross seconded and it was unanimously carried to reappoint Melody Yau to the Human Relations Commission as the student member

Mr. Lewis moved, Mr. Ross seconded and it was unanimously carried to reappoint Monica Hinden to the Historical Commission.

Mr. Lewis noted that next month will be the Slate Hill Cemetery tour, and tickets should be obtained early since it will sell out.

ADDITIONAL PUBLIC COMMENT ON NON-AGENDA ITEMS

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

There being no further business, the meeting was adjourned at 8:35 p.m.

Respectfully Submitted,



Daniel Grenier, Chair

LOWER MAKEFIELD TOWNSHIP
 BOS MEETING - 09/17/2025
 INTERFUND TRANSFERS

AUGUST 2025 PAYROLL AND INTERFUND TRANSFERS	
Fund	
01- GENERAL FUND CHECKING TO PAYROLL ACCOUNT	1,643,870.36
GENERAL FUND TO DEFINED CONTRIBUTION PENSION PLAN ACCOUNT	14,486.92
GENERAL FUND TO 9/11 MEMORIAL ACCOUNT	9,218.06
03- GENERAL FUND TO DEFINED CONTRIBUTION PENSION PLAN ACCOUNT	775.38
05- PARKS AND RECREATION FUND TO DEFINED CONTRIBUTION PENSION PLAN ACCOUNT	3,339.17
09- POOL FUND TO DEFINED CONTRIBUTION PENSION PLAN ACCOUNT	1,385.19
	1,673,075.08


 Daniel R. Grenier


 John B. Lewis


 Matt Ross

James McCartney

Suzanne S. Blundi