

TOWNSHIP OF LOWER MAKEFIELD
BOARD OF SUPERVISORS
MINUTES – NOVEMBER 5, 2025

The regular meeting of the Board of Supervisors of the Township of Lower Makefield was held in the Municipal Building on November 5, 2025. Mr. Grenier called the meeting to order at 7:39 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

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 2025-2026 Deer Hunting season has started. All areas being hunted are properly posted. If you have any questions or concerns, you can reach out to the Township at admin@lmt.org.

Mr. Grenier stated Lower Makefield Township will be hosting an American Red Cross Blood Drive on Friday, November 7 from Noon to 5:00 p.m. in the main meeting room at 1100 Edgewood Road.

Mr. Grenier stated Lower Makefield Township, along with Yardley Borough, will be hosting an e-Waste Recycling event offering Township and Borough residents the opportunity to responsibly recycle obsolete electronics. This event will take place at the Pool at LMT parking lot located at 1050 Edgewood Road on Saturday, November 8 from 9:00 a.m. to Noon. For more information or to register, please visit our Website calendar at lmt.org.

Mr. Grenier stated the Environmental Advisory Council, along with PennEnvironment's Zero Waste Program, will present on single use plastic bags on Saturday, November 8 from 10:00 a.m. to 11:00 a.m. in the main meeting room at 1100 Edgewood Road.

Mr. Grenier stated Lower Makefield Township, in partnership with the Veterans Square Foundation, is hosting the 19th Annual Veterans Parade and Commemorative Ceremony on Saturday, November 8 at 1:00 p.m. (rain or shine). The parade will begin near the intersection of Edgewood Road and Long Acre Lane and proceed to Veterans Square Monument at the corner of Edgewood Road and Heacock Road.

Mr. Grenier stated Tuesday was Election Day, and he congratulated the winners and those who participated. He stated the Board of Supervisors is looking forward to the two newest members joining them in January.

Mr. McCartney stated the black-capped chickadee is the November bird of the month.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Mr. Alan Dresser, 1907 Lynbrooke Drive, stated he is Vice Chair of the Environmental Advisory Council. He stated one year ago 70% of voters approved the Lower Makefield Township Open Space Referendum which asked voters if the Township should borrow up to \$15 million for the purpose of preserving open space. He stated open space has been lost to development over the last few years, and there are other parcels which could be developed. He stated since the passage of the Referendum, none of the money has been spent. He asked that the Board not forget about this issue. Mr. Grenier stated the Board is aggressively looking and hoping for good news in the not too distant future.

PRESENTATION FROM STRATEGIC SOLUTIONS RE: PA DCED STRATEGIC MANAGEMENT PLANNING PROGRAM STEP 1 AND STEP 2 FINDINGS

Mr. Kratzer stated the Board has discussed this program over the past two years. The program is a multi-year financial and operational planning program which is facilitated through the Pennsylvania Department of Community and Economic Development. He stated Steps 1 and 2 focus on the financials with Step 1 looking at historic financial performance to determine overall trends and Step 2 is more

on the financial modeling/projection side. Mr. Grenier stated the Board will be having 2026 Budget meetings shortly so it is good to hear this analysis prior to having the Budget discussions.

Mr. Kyle DeShong, Strategic Solutions, was present with Ms. Cara Nicoletti, from Maher Duessel, a sub-consultant of Strategic Solutions. Mr. DeShong stated the results of Step 1 and Step 2 form the foundation of the overall plan. The goal is to strengthen the financial position of the Municipality. He stated future phases will consider management, operations, and an implementation plan.

Ms. Nicoletti stated the Financial Condition Assessment looked back at the last five years of the Township looking for trending and analyzing the information. The Financial Trend Analysis takes that information and projects out what the financials will look like over the next five years to 2029. Ms. Nicoletti stated for the Financial Condition Assessment they looked at audited financial statements, trial balances, Real Estate tax reports, etc. from 2020 to 2024. They also had discussions with Township staff. She noted the largest Revenue sources shown on the slide with Real Estate taxes being the largest Revenue source at about 79% of the Revenue in the General Fund and Real Estate Transfer Tax the second largest at an average of \$1.8 million each year. She noted the slide also shows the Expenses with the largest being personnel costs. They also looked at Capital Project expenditures and they discussed with the Township what Capital Projects they expect to take place in the future. Ms. Nicoletti stated they also looked at Inter-Fund Transfers to see the impact on the General Fund

Ms. Nicoletti stated the Summary of the Fund Balance activity indicates that from 2020 to 2024 there was a decline in Fund Balance with the exception of ARPA funding that was transferred into the General Fund. She stated there were some funds that carried negative fund balances. She stated the Sewer Sale Proceeds Trust Fund is an important fund for the Township which provides a strong reserve of around \$27 million. She the Liquid Fuels Fund has a strong positive fund balance that can be used for road projects.

Ms. Nicoletti stated with regard to Revenue sources, Real Estate taxes have slightly increased over the years, but they did not increase at the rate of inflation. Real Estate Transfer Tax Revenue will fluctuate based off of Real Estate sales each year. The Local Services Tax averaged around \$400,000 each year and Per Capita Taxes averaged \$200,000 a year. Charges for Services were shown as to what is included with Building Permits making

up the largest portion. Licenses and Permits were analyzed with the majority of those Revenues related to Cable TV Franchise Fees; however, those Revenues are starting to decline because people are using streaming services instead of cable. Ms. Nicoletti stated another Revenue source is State Shared Revenues, and the majority of those are related to the General Municipal Pension State Aid Program; and those have fluctuated over the years ranging from \$500,000 to \$700,000 a year. She also noted the Leaf Assessment Fee, and from 2023 to 2024 there was an increase in this Revenue due to an increase in the Fee from \$75 per lot to \$95 per lot.

A slide was shown of the significant Expenses with Personnel costs being the most significant which is common for a local Government. The employee count has remained stable over the five years with the exception of seasonal workers which have increased in recent years. Expenses have increased due to rising wages. Ms. Nicoletti stated Capital Projects are the second largest Expense although it is not a significant portion of the General Fund Expenses. She stated they did look at all of the other Funds in the analysis to see what Capital Projects were being paid for by those Funds as well, and if there was an impact on the General Fund where it had to cover other costs or transfer funds to the Funds that were paying for Capital Projects. She stated they also looked at transfers into the General Fund and out of the General Fund. She stated the General Fund was needed to transfer funds to supplement operating deficits in other Funds over the years, and it has been used to pay *Debt Service or to create reserves to be used for future Capital Projects*. A summary of the Transfers out of the General Fund and into the General Fund was shown. She noted 2022 had two significant transfers into the General Fund – the ARPA Funding of \$786,000 and the Sewer Sale proceeds of \$3 million. Since then the Fund Balance is starting to decrease due to those significant transfers not taking place in future years.

Ms. Nicoletti stated the Report provided to the Township has significant detail on all of the activity and all of the Funds other than just the General Fund.

She noted the Capital Reserve Fund has a Fund Balance at the end of 2024 of about \$39,000. She stated the Township has advised that this Fund is going to close and be transferred to the Special Projects Fund in future years. She stated the Bond Fund had a Fund Balance of about \$4.1 million, and this Fund Balance is restricted for future Capital Projects. She stated the Debt Service Fund is important because a portion of Real Estate Taxes are allocated to the Debt Service Fund, and that Revenue is used to pay

the Debt payments that the Township needs to make on an annual basis. A summary was shown of the Real Estate Tax Millage that was allocated to the Debt Service Fund over the years. She stated after 2023 the amount being allocated to the Debt Service Fund was large enough to cover the Debt Service payments without any transfers from other funds being needed. She stated through discussion with the Township they learned that in the future there is the need for the Debt Service Fund to pay for the borrowing of \$15 million for open space preservation purposes; and in the Report they have noted the Township should keep in mind that although the millage allocated to the Debt Service Fund currently is able to pay for the Debt Service payments each year, 1.88 mills will be needed to cover the annual Debt Service obligation for this new debt that will be taking place in future years.

Ms. Nicoletti stated the Special Projects Fund has fund balances that have fluctuated over the years based on the projects taking place each year. She stated at the end of 2024 it had a negative Fund Balance of -\$362,000; and they are recommending close monitoring of that Fund to make sure it stays funded and has a positive Fund Balance. She stated the Sewer Sale Proceeds Fund has a balance of \$27 million, and it provides annual revenue distribution to the General Fund. She stated the Fund is very important for revenue diversification and for the funding of the General Fund and General Operations in future years. She stated the Roadway Improvement Fund was a new fund in 2024, and there is a dedicated Real Estate Tax Millage that now goes to that Fund; and it ended 2024 with about \$200,000 in Fund Balance. She stated the Street Light Fund has steady revenues and expenses. There was a slight increase in expenses due to inflation, but there is a stable Fund Balance.

Ms. Nicoletti stated the 9-11 Memorial Fund had a small negative Fund Balance at the end of 2024. She stated there is a Cooperation Agreement in place that has funded that Fund up to \$40,000 annually over the past few years. She stated the Fire Protection Fund has a positive Fund Balance of about \$170,000, and the Hydrant Fund has a positive Fund Balance of about \$38,000.

Ms. Nicoletti stated the Parks & Recreation Fund is a significant fund, and they had looked at its activity. She stated there are recurring deficits from Capital projects and transfers that resulted in a negative Fund Balance the end of 2024 of -\$58,000, and it is important that the Township closely monitor this Fund. She stated the Park & Recreation Fee-In-Lieu Fund had

a strong positive Fund Balance of about \$800,000. She stated this comes from developers' fees with those funds intended to be used for maintenance and Capital Projects in future years.

A slide was shown of the Charges for Services in the Park & Recreation Fund with details of the two largest Charges for Services which are the Athletic Program Fees and the Summer Camp Fees. She stated the Fees being charged to the participants in these programs are used to pay for the cost of the programs including the salaries and any expenses for running those programs.

Ms. Nicoletti stated the Traffic Impact Fund has a positive Fund Balance of about \$213,000. She stated the Regency Bridge Fund has a positive Fund Balance of about \$155,000. The Tree Fund was about \$322,000. The Liquid Fuels Fund has a strong positive Fund Balance of \$683,000 which is important for the Township when planning any future road projects and what projects can be paid for by this Fund. Ms. Nicoletti stated the Ambulance Rescue Fund had a positive Fund Balance of about \$14,000. She stated the Road Machinery Fund had a positive Fund Balance of \$110,000; the Patterson Farm Fund had a positive Fund Balance of \$4,000; and the Sidewalk Fee-in-Lieu Fund had a positive Fund Balance of \$82,000.

Step 2 is the Financial Trend Analysis. Ms. Nicoletti stated after they had a good understanding of the trends for the last five years, they used that to forecast out what the next five years would look like. She stated they did not see much Real Estate Tax growth coming in future years due to the millage that is currently being charged to the residents and the trends with the assessment and the Real Estate assessed value. She stated they expect Real Estate Transfer Tax to stay consistent with the average that has been seen of \$1.8 million annually. She stated the Leaf Assessment was already increased in 2024, and it is expected that will stay consistent in future years. She stated they projected other Revenue sources at either modest growth or flat rate unless something significant is brought to their attention by Township management.

Ms. Nicoletti stated on the Expenditure projection side as noted previously personnel costs are the most significant of the Expenses, and they are expecting that they will continue to rise significantly. She stated Operating Expense will increase with annual inflation of around 3%. She stated with regard to Capital Expenses, they included any Capital Projects that were known and budgeted by the Township; but there is not a multi-year Capital

Improvement Plan that lists out all of the Capital Projects that will be taking place over a certain number of years so they did not include a lot of Capital Expenditures in future years other than what was budgeted for 2025.

Ms. Nicoletti noted the Potential Risks shown on the slide which include a projected General Fund deficit by 2027 and negative Fund Balances in multiple funds.

Ms. Nicoletti noted the slide showing the Real Estate Tax Revenue projections, and they estimated a .65% annual increase with the millage allocation to the different Funds staying consistent over the years for the next five years. After speaking with management it was determined that Charges for Services and Permits will remain stable over the next five years. With regard to Expenses and the personnel costs, they looked at the Collective Bargaining Agreements and other approved salary increases the Township had in place, and what is expected with health care cost trends over the next five years. She stated as noted earlier with regard to the Capital Projects since there is no Capital Improvement Plan, they included the projects that the Township was aware of and had budgeted at the time the forecasted numbers were prepared so there are not a significant number of Capital Projects included in the numbers being shown. She stated if there were significant Capital Projects that would come up in future years, the Township could obtain Grant funding for those projects or could issue debt. She stated Operating Expenses are shown to increase about 3% annually.

Ms. Nicoletti noted the slide of the potential risks they noted when preparing the forecasts; and looking at the General Fund with expenses being higher than revenues and the rising costs related to personnel, the General Fund will have a negative Fund Balance starting in 2027 without any corrective action. She stated there will also be negative Fund Balance in Funds in addition to the General Fund, and the Township should be monitoring those; and if the General Fund is needed to fund those negative Fund Balances as well, that should be budgeted and taken into account. She stated the Sewer Sale Trust Fund is important for the Township, and it will generate a little more than \$1 million annually of Revenue that could be transferred over to the General Fund to cover operations so it is important to have that Revenue source there.

Ms. Nicoletti stated they discussed with Township management Revenue Diversification Initiatives that could be considered when looking at the 2026 Budget. She stated there are some events that have taken place or will take

place in future years that will help generate additional revenue for the Township. She stated an Amusement Tax was enacted, and that will raise about \$500,000 annually. She stated the Parking Tax was also enacted which works in conjunction with the Amusement Tax as a safeguard to prevent operators from avoiding the Amusement Tax through parking charges so both of those were enacted at the same time. She stated she understands that the Stormwater Utility Fee has not been fully enacted, but there is a strong potential for this to be coming up in the near future. She stated with the creation of a Stormwater Utility Fee, that Fee could then shift up to \$283,000 of expenses into the Stormwater Utility Fund which would then be paid for by that Fee.

Ms. Nicoletti stated they have provided some opportunities for the Township to get ahead of the potential for a negative Fund Balance starting in 2027 in the General Fund and for expenses continuing to exceed revenues in future years. She stated one suggestion is advocating for a County-wide reassessment which could significantly increase the assessed tax base. She stated if the millage rate is consistent and not increasing, the only way for the Real Estate Tax Revenue to increase would be for the assessed tax base to increase. She stated there will also be discussion about the transition to a First-Class Township in their next presentation; and transitioning to a First-Class Township would increase the millage rate cap to 30 mills, and the Township could then increase the Real Estate Tax Revenue. She stated there is also an opportunity to support the advocacy efforts for a State-wide legislative change to increase the millage rate for Second-Class Townships which would open up additional taxation capabilities for the Township, and the Township could then charge more Real Estate Tax as well to its residents.

Ms. Nicoletti stated the Township should also consider the development of a multi-year Capital Improvement Plan which would help with budgeting and knowing what projects will be coming in the future which the Township will need to fund. She stated along with that Plan and the expenses that would be incurred by the Township to pay for those projects, it is important for the Township to consider where the revenue is coming from to pay for those projects as well. She stated the Township could consider if there are Grants they could apply for to pay for a project or if debt will be issued.

Ms. Nicoletti stated the Township could also consider the implementation of an Earned Income Tax as an opportunity for an additional revenue stream. She stated it would bring in a significant amount of revenue that is currently

not being collected from Township residents and would align with the types of taxes charged by other Municipalities and Governments in Pennsylvania.

Ms. Nicoletti referred to the slides showing Key Takeaways and 2026 Budget Considerations which summarize what has been discussed this evening and are included in the detailed report. She stated the Township should consider if any of the Funds could be combined which would reduce the burden of managing the Funds.

Mr. Grenier stated some of what Ms. Nicoletti has pointed out are items that the Board has been talking about for years including the development of a long-term Capital Improvement Plan. He stated the Township has been working on the increase in the millage rate cap for Second-Class Township, and he feels a County-wide reassessment is needed since that has not happened since 1972. He stated they hope that the Stormwater Utility Fee and other things that the Board is doing will be helpful in the immediate term. He stated the Board will review this information as they start the Budget season. He stated there will be Budget meetings tomorrow night and Monday night beginning at 7:00 p.m. Mr. Kratzer stated they will post the information provided tonight on the Township Website.

APPROVAL OF CONSENT AGENDA ITEMS

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

- Approved the Minutes for the October 15, 2025 Meeting
- Approved the Warrant List dated November 5, 2025 in the amount of \$879,617.31 (as attached to the Minutes)
- Approved to ratify and confirm the Township Manager's signature of the Development and Financial Security Agreements for 1273 Lindenhurst Road
- Approved to award the 2025 Line Striping Contract to Traffic Lines Inc. in the amount of \$94,651.85 (budgeted project)
- Approved Pay Application #2 (Final) to Landis/Bonfitto Mechanical in the amount of \$39,928.08 for the replacement of the Meeting Room A/C unit
- Approve Pay Application #4 to Harris Blacktopping, Inc. in the amount of \$885,920.76 for the 2025 Road Program

ENGINEER'S REPORT

Project Update Re: Stormwater Utility Fee Implementation

Mr. Tyler Erb and Mr. Ryan Killen from HRG were present. Mr. Killen stated they worked with Township staff to develop a five-year Budget looking at Operating Expenses, Capital Expenses, and Debt Service associated with Capital Projects. He stated on a five-year basis at an aggregate level, they are looking at \$2.1 million in expenses for the stormwater program. He stated for the Operating and Administrative costs it is \$1.7 million in costs which includes salaries and benefits, general maintenance and repairs, the audit, billing, etc. He stated there are also Capital costs included for a Vac truck and a Jetting truck. He stated they also have approximately \$200,000 on an annual basis that will not start until 2028 which is an assumed PRP Project that they are looking at to solve the MS4 regulatory requirements that the Township has. He stated they are assuming having a PENNVEST loan which they recommend because of the current interest rates they offer. Mr. Killen stated this was based on discussions with Township staff and the fact that they have worked with other stormwater utilities and know what the ongoing expenses are. He stated they also have engineers who can calculate project costs.

Mr. Grenier stated this could change based on new information; and as we go forward each year, we would do a re-evaluation to see if there needs to be a change in the Fee. Mr. Kratzer stated the Board was provided a detailed budget in their packet. He stated they were looking to establish a rate which would be maintained for a period of time although it is true that assumptions that were built into the model could change. He stated HRG has been involved in half of the existing Stormwater Utility Fees, and they used that information to advise the Township. Mr. Erb stated they recommend looking at this on an annual basis and making adjustments as necessary, but they are anticipating rates to stay the same for a five-year period although they could have a significant shift earlier than that based on upcoming regulatory requirements that are not solidified at this point.

Ms. Blundi asked what projects are anticipated, and Mr. Erb stated the projects are primarily regulatory in nature which would be the PRP (Pollution Reduction Plan) Projects that have been established in the Plan for DEP. He stated it would be basin retrofits, streambank restoration, etc. Mr. Kratzer stated HRG was trying to anticipate over the next five years what the requirements will be for the next Permit cycle.

Mr. Erb stated they have found that the share of the taxable-assessed value in the Township is roughly 90% single-family Residential and 10% non-single-family Residential, which is anything other than single-family. Apartments and Commercial parcels would not be considered single-family Residential. Mr. Erb stated 71% of the impervious area in the Township is single-family Residential, 21% is non-single-family Residential, and 7% are tax-exempt properties. He stated because the tax-assessed value is substantially higher than the impervious area, there would be an increase for Residential property owners in funding the program or about 27% more if the program were to be funded through a tax versus a fee. He stated they want to tie the costs of the program to the impervious area that is allocating the need for the program.

A graph was shown of the impervious area in the Township. He stated it was capped at 10,000 square feet of impervious for a parcel to keep the data and the graph meaningful. He stated the single-family Residential impervious area square footage is roughly 4,200 square feet, which is where most of the Township properties are falling.

Mr. Erb stated with regard to rate structures, the ERU (Equivalent Residential Unit) option would have all single-family Residential properties paying the same rate which would be roughly \$12.50 a month. He stated all other properties, excluding properties under 300 square feet of impervious area, would be billed on a rate of multiples of ERUs which would be \$12.50 for every 4,200 square feet. Mr. Grenier stated someone who has a 5-acre Residential property with a 20,000 square foot home would pay the same amount as someone who has a third of an acre with a couple thousand square feet home under this model, and Mr. Erb agreed.

Mr. Erb stated they can also do a tiered approach in which all properties would fall within a tier range and pay a rate based on that. He stated they have shown a two-tier, three-tier, and a four-tier approach for the Board to consider. He stated Tier 0 is accounting for the properties below 300 square feet of impervious area, and a fee will not be assessed for those. Mr. Erb stated the two-tier option would be 300 to 4,600 square feet of impervious area, and 60% of Township properties would fall in that tier. He stated it makes up 30% of the Township's impervious area and the monthly rate would be \$7.80. He stated properties above 4,600 square feet make up 36% of total properties and 70% of the Township's impervious area, and they would be billed on a rate per thousand square feet of \$2.90.

Mr. Erb stated with the three-tier option, Tier 1 changes from 300 square feet to roughly 3,200 square feet, and 35% of the Township properties would fall within that tier with 12% of the total impervious area; and there would be a monthly rate of \$5.25. He stated Tier 2 would be 3,200 square feet to roughly 6,500 square feet, with 49% of Township properties falling in that range and 41% of the total impervious area; and there would be a monthly rate of \$13.25. He stated above 6,500 square feet would be 13% of Township properties with 47% of the total impervious area, and the rate would be \$2.90 per thousand.

Mr. Erb the with the four-tier approach, Tier 1 would be 300 square feet to 2,500 square feet which would be 24% of Township properties and 6% of the total impervious area, and the rate would be \$4.00 a month. He stated Tier 2 would be 2,500 to 4,600 which would be 36% of the total properties and 24% of the total impervious area, and the rate would be \$10.35 per month. He stated Tier 3 would be 4,600 to 7,300 which would be 27% of the Township properties and 28% of the total impervious area, and the rate would be \$16.00 a month. He stated Tier 4 would be 7,300 square feet and above which would be 9% of the Township properties and 42% of the total impervious area, and the rate would be \$2.90 per thousand.

A slide on the Average Single Family Residential Rate Comparison was shown for the different options discussed. Mr. Erb stated the square footage would be the footprint of the home, driveway, patio, etc.

Mr. Lewis asked if they could do a rate for everyone of \$2.90 per thousand square feet. Mr. Erb stated the issue with that approach would be the maintenance of the system; and anytime someone were to build or remove something on their property, the billing data set would need to be updated. He stated when you do a range it limits the amount of Appeals; and while the Township would track the impervious area, any building that does not push the property above or below the tier would not affect the rate.

Mr. Grenier asked if there is any significant cost difference between any of the tier options relative to management of the program. Mr. Erb stated the more tiers you have, the more opportunity for Appeals exist. He stated they did a statistical analysis of where the breaks should happen and with some of the options, the breaks happened at inopportune locations although the Township does not have to use the numbers that they have shown. He stated you want to avoid having a tier break at a peak. He stated around the 4,500 is a good example, and in the two-tier approach, they are breaking at 4,600 so they are above the peak which means that there are a lot of properties

that are on that threshold that could be pushed up or pushed down based on building, removal, or having incorrect impervious area assessment from parcels not being completely aligned, etc. He stated you get rid of that break in the three-tier option, but then the average single-family Residential property is getting pushed up in the cost compared to the ERU approach. He stated as far as managing the program, there is not a huge difference from the two-tier to the four-tier.

Mr. Grenier asked what is the most common approach used by the Townships HRG has worked with, and Mr. Erb stated it is broken evenly between ERU and the tiered approach. He added that Lower Makefield is very unique in the amount of parcels that would be considered single-family Residential although there is a potential for significant change between parcels and properties and what those look like in the single-family Residential in the ERU approach, although that would be the simplest program to manage. He stated the other options could be considered more equitable. He stated in the three-tier approach, the average single-family cost would increase compared to an ERU approach.

Mr. Grenier stated he would be in favor of the two-tier approach. Mr. Kratzer stated he agrees that would make the most sense as it covers more than 60% and makes the average household have a lower cost.

Mr. Grenier stated what they are showing is a monthly fee, and he asked how the fee would be implemented. Mr. Kratzer stated they have started to have discussions about how this would be billed. He stated if we were to bill more frequently, there would be costs associated with postage; and there could be an annual billing with quarterly vouchers. Mr. Grenier asked if this could be issued with the tax bill, and Mr. Kratzer stated he would have to discuss this with the Tax Collector. Mr. Kratzer stated there will be separate billing required for non-taxable properties.

Ms. Blundi asked if they have come up with a structure for Commercial properties. Mr. Kratzer stated most Commercial properties would probably fall within Tier 2. Mr. Ross stated the average homeowner would not be subsidizing Commercial properties.

Mr. Kratzer stated they also looked at the relationship between revenue generated and impervious area. Mr. Erb stated with the ERU approach, the revenue generated by single-family properties is the same percentage of the impervious area as it is the budget generation. He stated Tier 1

would be 30% of the budget generation versus Tier 2 being 70%. He stated they are consistent with the single-family approach and the revenue generated based on the impervious area within that grouping. Mr. McCartney stated for the two-tier option, they are looking at about \$1 million a year revenue from single-family Residential.

Ms. Blundi stated she finds it unusual that if you have a Residential property with 4,600 square feet impervious, you will be taxed at the same rate as a Commercial property. She stated she feels the newer parts of the Township have better stormwater management.

Mr. Erb stated they were looking for direction from the Board on what rate structure they would prefer. He stated they can adjust the ranges if the Board wants them to. Mr. Grenier stated he would lean more toward the two-tier although if we wanted to split it up more, we could go with the four-tier. He stated he wants to make it as simple as possible but also equitable and take the burden off the residents as much as possible. Mr. Ross stated he would be in favor of the two-tier since 61% of the properties are only 30% of the impervious area, and that would be the most fair. Mr. Lewis stated he is leaning toward the two-tier and is in favor of having the range. Mr. Erb stated they could consider pushing the threshold up for the two-tier option, and they could analyze going to 5,500 to see what that rate would be.

Ms. Blundi asked how homeowners can be provided an estimate of what they would have to pay given the size of their property, and Mr. Erb stated they could provide the Township with a spread sheet with the data. Mr. Grenier stated they could also identify some large neighborhoods with examples of each of the tiers. Mr. Erb stated they could produce a map and highlight parcels based on the tiers. Mr. Erb asked if that should be based on the numbers being presented or do they want to work further on a range. Mr. Grenier stated he feels the Board is leaning more toward Tier 2 but are open to adjusting the range to see what the options would be. Mr. Erb stated they can assess what it would do to the rate if the upper limit were raised and captured more properties; and they can then create the map.

Mr. Lewis also suggested that they provide examples of ten properties. He asked if a property had a wooden deck if it would show up as impervious, and Mr. Erb stated it would in the calculations. Mr. Erb stated if someone can submit photos that show that the area underneath is not impervious, that area can be removed. Mr. Erb stated they do try to stay consistent with how impervious area is defined in the Township's Ordinance.

Mr. Erb stated for the next meeting with the Board they will have examples for the tier ranges; and based on that, they will create a map on how the properties are falling. Mr. Grenier asked when a decision is needed so that this can be included in the 2026 Budget. Mr. Erb stated it would be optimal to have a decision by the next Board meeting.

Project Update – Highland Drive Drainage Improvements Project

Mr. Fuller stated they are moving along well. He stated American Water has completed their tie-in work. He stated PECO has gotten the relocation underneath the culvert so that will not hold up the culvert work. The contractor is proceeding with storm pipe and storm inlet installations, and they are looking to start pouring the footers for the new culvert next week, and the following week they expect delivery of the new culvert sections. He stated PECO Gas has some additional work to do at Highland and Upton.

Mr. Grenier stated the contractor has been very good, and the main concern of the neighbors has been the other contractors, PECO and American Water, not showing up when they are supposed to. Mr. Fuller stated the general contractor and HRG inspectors have been great, but we are at the mercy of the utility providers. He stated the contractors doing the work for the utilities are also at the mercy of PECO and American Water directing their work. Mr. Grenier stated the other major concern that neighbors have is that Upton and Highland is a bus stop multiple times a day, and there is a dump truck that arrives at the same time as the bus in the morning. Mr. Fuller stated HRG's field staff is aware of that situation, and their inspector gets there as early as possible to make sure everything is maintained as much as possible.

MANAGER'S REPORT

Approve Authorizing the PA DEP 904 Recycling Grant Services Agreement for Grant Years 2025, 2026, and 2027 From Hough Associates (Multi-Year Contract Renewal) in the Amount of \$12,000 Annually

Mr. Kratzer stated this is an existing Contract and relationship that the Township has had for a number of years in which Hough Associates is collecting and submitting Recycling Performance Grant information on behalf of a multi-Municipal group consisting of six Municipalities in Bucks County.

Mr. Lewis moved, Ms. Blundi second and it was unanimously carried to approve authorizing the PA DEP 904 Recycling Grant Services Agreement for Grant years 2025, 2026, and 2027 from Hough Associates (Multi-Year Contract renewal) in the amount of \$12,000 annually.

Approve Acceptance of the Proposal (\$85,724.00) from Michael Baker International for Land Use/Economic Development Strategy Planning Services for SR332/Stony Hill Road/Township Line Road/Edgewood Village Area

Mr. Kratzer stated the Board discussed this matter at their September 3 Board meeting, and the recommendation for this comes from the Township's Comprehensive Master Plan Update adopted by the Board of Supervisors in August, 2019. He stated of the 59 specific recommendations in the Comprehensive Master Plan Update, this advances 7 of those specific recommendations in the categories of housing, land use, transportation, and traffic circulation. He stated Township staff solicited proposals from a number of firms that have experience in this area, and three responses were received. He stated the Township staff recommends the engagement of Michael Baker International at a total cost of \$85,724.00 and feels the deliverables to be received from them are the most comprehensive and holistic of the three responses received.

Mr. Lewis moved, and Mr. Grenier seconded to approve the proposal in the amount of \$85,724.00 from Michael Baker International for Land Use/Economic Development Strategy Planning Services for SR332/Stony Hill Road/Township Line Road/Edgewood Village area.

Mr. McCartney asked if the funding for this will come from this year's Budget or next year's Budget, and Mr. Kratzer stated it is likely it will be part of the 2026 Budget in terms of the invoicing.

Mr. Lewis stated we had a good experience with Michael Baker on some other projects in the past, and he agrees that their proposal was comprehensive. He stated he feels that concerns with the cost of this proposal would be offset by fees from any potential future development in that area which would allow us to recapture the cost associated with this. He stated this is a chance for the community to provide input and help with planning in this area. He stated he feels it is better to be ahead of the curve than responding since there are often times with land development when developers come to us, and we do not have the tools to position solutions that work best for the whole community. Mr. Lewis stated this will allow us to outline a vision for the area

and the type of things that the Township will accept in terms of development. He stated it also has the potential to reduce potential litigation in the future as well as better serve the community.

Mr. Ross stated he is not in favor of this as they will be spending \$85,000 of taxpayer money to create a roadmap for developers in the future. He stated if a property is bought and needs to be developed, it should be on the developer to create a plan to give the Township, and not the Township to create it.

Mr. Grenier stated one of the primary roles of the elected Municipal officials is to develop a Comprehensive Master Plan that is a vision for development in the Township for ten years at a time so that we can be forward-thinking and planning ahead so that the vision matches what the community wants and not what a developer wants. He stated it is to create a strategic plan and address these issues proactively so that we “do not get stuck” in poor developments, poor projects, and litigation if we disagree because the developers may be able to do something from an outdated Zoning Plan which the Board has talked about updating. He stated we have no recourse from preventing developers from developing something that we do not want.

Mr. Grenier stated this will implement the Master Plan and create a distinct vision for a corridor that is very important for the Township including historic Edgewood Village which has seen development pressure some of which was good and “some of it terrible” by trying to follow existing Zoning. He stated there is potential re-development of the area around Giant and McCaffrey’s which they have heard will happen someday. He stated there is also the area around Flowers Field up to the O/R District which is “incredibly outdated which we have said for years,” He stated this leads to the office parks and the Shady Brook area where we know there is future development pressure and the area around Prickett. He stated this will deal with the last major corridor in the Township that we have the opportunity to protect from “bad development,” and implement our vision for it. He stated he feels \$85,000, relative to other things we spend a lot more money on, is not very much. He stated the investment return we get on this will be orders of magnitude greater than that once things are implemented.

Ms. Blundi stated a new Master Plan is four years away, and this could line up with that. She asked Mr. Kratzer if he could tell the Board why staff felt this proposal was the best. Mr. Kratzer stated seven tasks were outlined in the Michael Baker proposal with Task 2 having to do with community-oriented visioning and design workshops. He stated that is an opportunity for the

community to be engaged in the process – not to respond to an Applicant’s wishes, but more to define what the strategy and vision is for the overall area. He stated while there are elements of that in some of the other proposals, he has worked with Michael Baker in the past, and they bring a multi-disciplinary focus; and the other proposals were solely design-focused. Mr. Kratzer stated he feels the Supporting Infrastructure Plan is an important deliverable; and Michael Baker recognizes that in order to support land use within the area, it is important that the overall infrastructure supports that.

Mr. Kratzer stated in Task 4 of their Report, they are dealing with a host of infrastructure components from roadways to pedestrian/bicycle networks to potential public spaces in the form of parks and recreation amenities, public utilities, stormwater infrastructure, signage, parking facilities, and street lighting; and there will be planning level cost estimates that will be developed as part of the Supporting Infrastructure Plan that will enable us to go after any external funding that we would seek for purposes of implementing the public component of the strategy not what is happening on individual properties. He stated if we are negotiating with someone engaging in land development activity, that Infrastructure Plan would provide us with a firm basis to be able to say what is necessary to support the nature of the development that is proposed to occur on the parcel. He stated they also look at codifying all of those improvements beyond the planning document; and they speak specifically to another planning tool that the Township has which is the Official Map, looking at potential amendments.

Mr. Kratzer stated they also outline a very clear deliverable in terms of the Land Use Regulations to enable the vision. He stated many of the other proposals talked about establishing vision; but from an implementation perspective, the Baker proposal indicated that while the visioning is great, there are tools needed in order to realize the vision. He stated the combination of design, visioning, and tangible work products that would position the Township to adopt tools to require the realization of the vision is what was the distinguishing factor in the Baker proposal from the other proposals they reviewed.

Ms. Laurie Grey stated she is a Township resident; and while she appreciates the vision and having a plan for where we want the Township to go, we just heard a presentation of where the Township is financially and that we have to be very careful about where we spend our money as well as a presentation where the outcome will be residents paying more money for a Stormwater

Management Fee. She stated the residents depend on the Board to consider where we are spending money next year. She thanked Mr. Ross for his comments.

Mr. Lewis stated they have not raised taxes to account for inflation, and Real Estate taxes are a fixed amount. He stated this is part of the challenge why we do not have enough money in the General Fund in the long run. He stated specifically with regard to the funding for this proposal, we have received offers from developers to pay for it and the potential for State funding for it as well. He stated he does not feel those Board members in favor of it would have advanced it if they did not think it would add enough value for the residents. He stated when development comes as a result of this work, the residents can check on the Board that this amount is paid back; and it will be seen in Development Agreements and that process.

Mr. Lewis stated what will not be seen is a situation where a developer comes in and presents something, but the finished product is not exactly the vision we thought it was or needs corrections adding that there are costs associated with that. He noted Prickett Preserve and stated that process did not meet everyone's needs. He stated while the outcome of that is "probably fixable," he feels proponents of that have concerns with certain elements of how that process worked out and how the Township got proper value for that experience.

Mr. Lewis stated in a few years if there is a plan to build a data center at Shady Brook, and the Board is asked how they can stop it, the law would indicate that they cannot; however, if there had been this Comprehensive Plan, they "would not be worrying about a data center." Mr. Lewis stated that he is comfortable that what is being proposed is a good investment now. Mr. Lewis stated they need to get citizens engaged in the planning process so that they will be happy with the outcome.

Mr. Grenier stated we heard tonight that most of the Township is Residential, and over the last few years because the Township Zoning across the board is so outdated "and so bad," we changed Zoning such that we now have open space requirements. He stated that cost a lot of money for attorneys, planners, and others to do that which was probably more money than is being discussed here. He stated now we will get more open space and other benefits including increased property values across the Township. He stated in this case they are proposing to spend \$85,000. He stated while they could ask a developer to pay for this, there would be people saying we were "kowtowing" to developers.

Mr. Grenier stated if we do this and get to dictate future land uses that are the highest and best use for this Township and create the best quality of life for the Township and create the greatest likely Real Estate value for all of the residents, he feels no one would say anything about spending \$85,000 to do that since we would all benefit much greater than that. He stated that is why we have a Comprehensive Plan and are trying to do this study. He stated he feels that if this does not happen, we are putting the Township in a much worse spot for years to come; and it will be on this Board for not doing it. He stated it is the duty of the Board to do Comprehensive Plans, and it is the vision statement for the Township; and we have to do something to implement that.

Motion carried with Ms. Blundi and Mr. Ross opposed.

PUBLIC WORKS

Mr. Ross moved and Mr. McCartney seconded to approve the following:

Approve Change Order #2 to Harris Blacktopping, Inc. for Additional Line Striping and Rumble Strips on Makefield Road from Colonial Ridge Drive to North Homestead Drive in the amount of \$11,865.00

Approve Change Order #3 (Final) to R. E. Pierson Construction Company, Inc. for the Woodside Road Multi-Use Trail Project in the amount of -\$32,469

Approve Payment Application #5 (Final) to R. E. Pierson Construction Company, Inc. for the Woodside Road Multi-Use Trail Project in the amount of \$22,520.58

Approve proposal from Autumn Hill for grounds maintenance for the 5-acre Township-owned open space tract adjacent to the Regency at Yardley Development in the amount of \$10,561 for 2026

Approve acceptance of a 3-year Agreement with Unifirst to provide Public Works uniforms and associated garment maintenance along with building supplies including floor mats (Sourcewell Agreement #11124-UFC)

Approve proposal from Armour and Sons for the repair/maintenance of 35 existing damaged/broken/or out-of-date streetlights along Makefield Road and Yardley-Morrisville Road at a total proposed amount of \$28,661.03 (COSTARS Contract 008-E22-990)

Mr. Grenier asked if Change Order #2 to Harris Blacktopping, Inc. is the work in front of the School, and Mr. Fuller agreed. Mr. Fuller stated it is to install the pre-existing traffic calming, rumble strips, and associated gore markings between Homestead and Colonial Ridge in front of Makefield Elementary. Mr. Grenier stated this area is of concern to a lot of people, and there was at least one tragic accident there. He stated a number of traffic-calming measures were installed, but they were removed as part of the re-paving partially because the rumble strips were tearing apart a bit. He stated while reflectors were put in, the other traffic-calming measures were not re-installed. Mr. Fuller stated what is proposed is to put back the pre-existing conditions. He stated in the Road Program scope, he had neglected to include the rumble strips and the gore markings; and this would put it back to pre-existing condition. Mr. Fuller stated the only thing they had included in the scope was to put back the crosswalk and the reflector strips. He stated what this is proposing is to put back all of the safety features that were installed, and Mr. Grenier stated he is satisfied with that. Mr. Fuller stated he does not feel the rumble strips were previously installed properly, but he is comfortable that they will be installed properly this time; and they will not be detrimental to the asphalt.

Mr. Lewis asked about the two items related to the Woodside bike path. Mr. Fuller stated the two items being considered tonight would close out the official Woodside Road Bike Path Project. He stated Change Order #3 is a net deduction. He stated it was a Unit Price Contract; and when RVE totaled up the actual install amounts versus what was in the Bid document, it was a net credit from the overall original Contract value. He stated Payment Application #5 is the close-out of the final payment to the contractor of \$22,520.58.

Mr. Lewis asked if the repairs have been inspected. Mr. Fuller stated all of the Contracted work as per design has been completed. Mr. Grenier noted the area adjacent to the large basin that had caved in and other areas where there were holes and failing pavement and sidewalk, and he asked if all of those items have been corrected. Mr. Fuller stated all Contract work as designed by the engineer at the time has been successfully completed by the contractor, and he is comfortable that the contractor performed their scope of work to the Plans and Specs that they bid. Mr. Fuller stated the issues of potential design flaws have not been corrected, and they are not the contractor's responsibility as they built to the Plans and Specs provided. He stated if there is additional work that has to take place, it needs to be remediated through another Contract, in-house, or something else.

Mr. Kratzer stated some temporary work was done by Public Works. Mr. Fuller stated that work was beyond the contractor's scope, and they just wanted to stop the degradation of the pathway. Mr. Grenier stated there are still things that need to be fixed; and in order to make the Township whole, he asked if any conclusions have been made relative to whether it was designed or installed inappropriately. Mr. Fuller stated there have been discussions with the traffic engineer at the time, SAFE; and there are issues with a section of pathway from Clearview to Taylorsville that require remediation work due to closeness of the path to Woodside Road (down the hill). Ms. Blundi stated there are also issues going up the hill. Mr. Fuller stated there are existing conditions which were most likely improperly designed that need remediation work, and it was not the contractor's fault as they followed the Plans and Specs. Mr. Grenier stated we need to come up with an approach for that.

Mr. Grenier asked if the path is officially open, and Mr. Fuller stated everything west of the hill is open. He stated there are barriers going down the hill because there is no safe passage across Taylorsville Road. Mr. Kratzer stated design and Permitting of the crossing is being worked on. He stated to the extent that there is additional work that needs to be done, that would form the basis of any potential claim against the design engineer. Mr. Fuller stated the next step would be to onboard an engineer to review that section that is still closed, come up with a solution, and price that solution; and that would be the basis of potential damages. Mr. Grenier asked if this should be put on an Agenda quickly. Ms. Carlton stated they need to be concerned with any statute of limitations; however at this point, while the problem has been identified in a global perspective, it has not been identified in a detailed perspective. Mr. Grenier stated they could put it on an upcoming Agenda giving the Township solicitor the authority to continue the process.

Mr. Lewis stated Lower Makefield has a history of previously working with Ms. Carlton's firm in dealing with issues involving engineering companies.

Ms. Blundi stated she would challenge that the rest of the bike path is safe to be opened because of the area which is not 5' from the roadway, and she does not feel there is an appropriate buffer in that area. Mr. Fuller stated if the Board wishes, they could have HRG look at it and start to develop a solution to the pathway. He stated SAFE did a cursory review/safety walk of the path.

Motion carried with Ms. Blundi abstained.

Ms. Blundi asked for an update on the Paving Program. Mr. Fuller stated the contractor has all roads paved except S. Esther which is an entrance road off of Big Oak Road to Elbow. He stated the road is in very rough shape, and they were waiting to see what funds were left with the unit pricing since they feel there is significant base damage there. He stated they are still working on sealing some curb lines and manholes, and they still have to do striping and the safety improvements on Makefield Road. He stated they will probably mobilize on Esther in the next few days, and they were waiting for the Change Order before the crew mobilized. Ms. Blundi asked about reflectors on Schuyler, and Mr. Fuller stated that was approved as part of the Consent Agenda which was included in the Line Striping Contract for the year. Mr. Fuller stated that contractor is one to two weeks out from mobilizing for that work.

SOLICITOR'S REPORT

Ms. Carlton stated the Board met in Executive Session prior to the meeting and will go back into Executive Session tomorrow before the Budget meeting to discuss issues related Real Estate, litigation, and employment.

Ms. Carlton stated the Board authorized her office to oppose a Zoning Hearing Board Application which will go before the Zoning Hearing Board on November 18.

SUPERVISORS' REPORTS

Mr. Grenier stated the Planning Commission will meet on November 13. Ms. Carlton stated her office is finalizing the Solar Ordinance, and they hope to present it to the Planning Commission at that meeting. Mr. Grenier stated this is an Ordinance for landowners who want to put up renewable energy generation on their property.

Mr. McCartney stated the Golf Committee met and discussed a number of issues including dynamic pricing increases for 2026.

OTHER BUSINESS

Mr. Grenier again noted that the Budget presentations are tomorrow and Monday at 7:00 p.m.

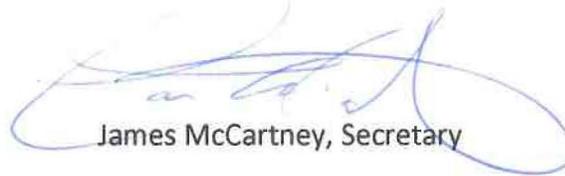
Mr. Grenier stated American Water announced that they will be acquiring Aqua. He stated the majority of people in the Township get their potable water from American Water unless they are on a well or get their water from Morrisville. He stated Aqua had bought the Township sewer system. Mr. Grenier stated this acquisition will have to go through a series of approvals across multiple States including the Pennsylvania PUC. He stated the Board may want to write a letter in this regard stating our position.

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 10:10 p.m.

Respectfully Submitted,



James McCartney, Secretary