

TOWNSHIP OF LOWER MAKEFIELD
BOARD OF SUPERVISORS
MINUTES – JULY 16, 2025

The regular meeting of the Board of Supervisors of the Township of Lower Makefield was held in the Municipal Building on July 16, 2025. Mr. Grenier called the meeting to order at 7:40 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

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

Absent: 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 the Knights of Columbus is hosting its second annual "Knights Cruise" for a Cause at the St. Ignatius Church parking lot, 999 Reading Avenue on Friday, July 18 from 6:00 p.m. to 9:00 p.m. (Rain Date Friday, July 25) All net proceeds are donated to help two local charities: Mary's

Cupboard and the Veterans Multi-Service Center. Show car parking starts at 5:15 p.m. with the car show starting at 6:00 p.m. For more information or to register a show car, email CarShow@YardleyKnights.com.

Mr. Grenier stated Lower Makefield Township will be hosting another Blood Drive for the Red Cross on Friday, July 31 from Noon to 5:00 p.m. in the main room at the Community Center, 1550 Oxford Valley Road. To sign up or get more information log onto RedCrossBlood.org and enter Sponsor Code: LowerMakefield.

Mr. Grenier stated August only Pool membership sales are now open. To register visit lmt.org.

PUBLIC COMMENT ON NON-AGENDA ITEMS

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

CEREMONIAL SWEARING-IN OF POLICE OFFICERS LIAM KRIMMEL AND KALLIE KOHNOW

Mr. Grenier reviewed the education and experience of Officers Krimmel and Kohnow. The Oath of Office was administered to Officers Krimmel and Kohnow.

APPROVAL OF CONSENT AGENDA ITEMS

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

- Approved the Minutes for the June 18, 2025 meeting
- Approved the Warrant List dated July 2, 2025 in the amount of \$764,793.99 (as attached to the Minutes)
- Approved the Warrant List dated July 16, 2025 in the amount of \$1,033,082.93 (as attached to the Minutes)
- Accepted the 2025 2nd Quarter Financial Report
- Approved the Interfund Transfers for June, 2025 (as attached to the Minutes)

Approved the 2025-2026 Fuel Bid (August 1, 2025 – July 31, 2026)
through Bucks County Consortium
Authorized the Release of Financial Security #6 (Final) in the amount
of \$112,725.07 for Regency South Carriage Homes-Phase 3
Approved payment of Payment Application #1 to PR Painting in the
amount of \$70,039.15 for Patterson Farm
Authorized the Chair to execute Employment Agreements with the
Chief of Police, Captain, and 2 Lieutenants
Acknowledged an extension of time for the Torbert Farm Subdivision
until August 31, 2025
Accepted the following resignations from Boards and Commissions:
Allen DePuy (Citizens Traffic Commission)
Ryan Harden (Trenton Mercer Airport Review Panel)
Jim Sachs (Historical Commission)

ENGINEER'S REPORT

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

MANAGER'S REPORT

Approve Proposal from HRG for Stormwater Utility Fee Implementation

Mr. Grenier stated the proposal received includes the basic scope and some optional scope items. The basic scope is doing the work to understand what type of Utility would be set up and the associated fees. Mr. Kratzer stated consistent with the direction the Board of Supervisors provided at the May 21 meeting a formal proposal was requested from HRG, the Township engineer, for technical services related to the potential establishment of a Stormwater Utility Fee. He stated if the Board is interested in proceeding, the staff recommends focusing on the basic scope of services. As they go through the process, there may merit to considering optional scope items.

Mr. Ross moved and Mr. Lewis seconded to approve the proposal from HRG for the basic scope of services for Stormwater Utility Fee Implementation.

Mr. Grenier stated part of the impetus for this is that two years ago today there were major floods in Bucks County including in the Township. He stated it was found that because of the way our tax structure is and the way our infrastructure is Nationally and locally, we have to find other ways to make infrastructure improvements; and this is a way to address those issues and projects. He stated he wants the process to be equitable; and if a property has a lot of impervious and impact on neighbors, he feels the fee should be higher. He stated if there are ways for property owners to lessen their impact and lessen their fee, he would be interested in that. He stated he feels that approving the basic scope of services is in line with what is needed to proceed.

Mr. Kratzer stated if after the evaluation it is found that this is the appropriate way to address the regulatory issues associated with stormwater and the general quality of life and prevention of damage to personal and public property, the Board would be able to recover the cost associated with all implementation costs through the Fee. Mr. Robinson agreed adding that it would include planning, design, and engineering services as well.

Mr. Robinson stated as part of the Stormwater Utility Fee review process, they will be reviewing different rate structures for Residential versus Commercial development including tiering options as well as Equivalent Residential Unit (ERU); and during the review process, those options will be presented to the Board.

Mr. Lewis stated he is in support of the creation of a Stormwater Management Fee so that we have the resources to protect our residents. He asked that they consider how this is communicated to the community. He stated one of the optional services is the formation of a Stakeholder Advisory Committee, and he asked Mr. Robinson if that has been done in other Municipalities and whether it made a significant impact in terms of receptiveness. Mr. Robinson stated they have done that in other Municipalities, and it depends on how involved the Stakeholder Advisory Committee is.

Mr. Kratzer stated Item B in the Basic Scope is public outreach and education. He stated irrespective of the election of that option, there will be ongoing touchpoints, discussions, and opportunities to understand the issues better through discussion that would occur at meetings. Mr. Robinson that the public outreach education section of the scope includes three public meetings for those in the Township to ask questions and understand the issue better as well develop outreach materials that can be sent directly to residents as well.

Mr. Lewis stated he feels it is important for the community to know that the Board started discussing this over a year ago and that they wanted the process to be open. He stated when residents have e-mailed the Township Manager, he has responded in significant detail. He stated he hopes the residents will understand why the Board feels that this is necessary.

Mr. Grenier stated the Stormwater Sub-Committee was set up which could be leveraged as a starting point.

Mr. Kratzer stated in terms of Pennsylvania-based Stormwater Utility Fees, he does not feel anyone has done more than HRG in terms of the technical services that they provide. Mr. Robinson stated HRG has implemented over 80 Utility Fees within Pennsylvania.

Mr. Robinson stated the basis of the Fee itself is the impervious area on lots. He stated in their proposal, they are not proposing to capture or generate that impervious area itself; and the Township will need to seek other means to get that data. Mr. Robinson stated HRG does not have any monetary affiliation to Nearmap, but that is a service that they have utilized in the past and believe that it works well with Utility Fees. He stated Nearmap is a service that takes aerial imagery of Counties/Municipalities within Pennsylvania; and from that aerial imagery they use artificial intelligence to delineate the impervious area for each parcel. He stated they can provide a one-time snapshot of that data which would be taking the imagery that they already have and delineating the impervious area through that, and there is also a yearly subscription cost that could be tied into the Fee as well which would update the image yearly and update the impervious area yearly as well. He stated the one-time fee ranges from \$8,000 to \$13,000; and if the Township wants to move forward with the subscription basis that would be \$7,000 a year. Mr. Kratzer stated that would be a separate proposal.

Mr. Grenier asked if it is LiDAR-based; and Mr. Robinson stated it is high-accuracy, vertical imagery, but there is not LiDAR associated with it. He added they do offer LiDAR services as well, but that is an increased cost.

Mr. McCartney asked if there are other things that will be looked at besides just impervious surface such as low-laying land versus higher-laying land, etc. Mr. Robinson stated for the Fee itself, it is only impervious area that has held up legally through the Court process; however, whenever they are developing flood-mitigation projects in the future factors like that would be considered. Mr. McCartney stated there could be property at the lowest-laying point in

the Township which would be impacted from uphill water coming down and they could be levied a higher tax than someone at the top of the hill that has a lower amount of impervious surface but is causing the flooding down the hill. Mr. Robinson stated that is possible, but the basis is off of impervious area itself. Mr. McCartney asked if they could identify Zones in the Township based on topography; and Mr. Robinson stated they could potentially do this although he does not feel they have implemented a Fee similar to that previously. He stated if it were to be a tier basis or Equivalent Residential Unit, it would be based off of the use of the property – Residential, Commercial, Industrial rather than where it lies within the topography of the Township.

Mr. Kratzer stated based on Court Challenges in the Commonwealth, impervious surface has consistently held up as the most-reliable measure of level of service being provided. He stated there would be credit opportunities for property owners as well to implement improvements on the property to reduce the Fee by managing stormwater onsite.

Motion carried with Mr. McCartney opposed.

Approve Proposal from HRG for 2025-2026 MS4 Program Compliance Services

Mr. Kratzer stated the proposal is consistent with the services that have been previously rendered by the Township engineer. Mr. Fuller stated this is the Permit requirement for annual reporting to the DEP.

Mr. Robinson stated the proposal is time and materials basis, and there is an estimated fee; however, depending on the level of work required, it could be less than that. Mr. Grenier asked that the Board be given regular updates as they move forward so that the Board knows where they are with Budget. Mr. Robinson stated in the Engineer's Report, the Board will be provided a year-to-date billing for this service. Mr. Grenier stated in future years, if we have a Stormwater Management Utility Fee, it could be applied to these projects that we have to do.

Mr. Lewis moved, Mr. Ross seconded and it was unanimously carried to accept the proposal from HRG for the 2025-2026 MS4 Program Compliance Services subject to a very short Supervisors' presentation lasting no more than fifteen minutes.

Approve Resolution #25-12 Authorizing the Submission of PADCED Multimodal Transportation Grant Application Requesting \$1,953,526 for the Taylorsville Road Improvements Project (Sidewalk and Drainage)

Mr. Kratzer stated the Application is due the end of the month. He added that we have received partial funding previously.

Mr. McCartney moved and Mr. Ross seconded to approve Resolution #25-12 authorizing the submission of PADCED Multimodal Transportation Grant Application requesting \$1,953,526 for the Taylorsville Road Improvements Project (sidewalk and drainage).

Mr. Grenier stated we previously received a Grant in the amount of \$550,000 for this \$2.4 million project. He asked that those in favor of this reach out to our State Legislators as that has helped in the past.

Motion carried unanimously.

Mr. Kratzer stated we are working with the Delaware Valley Regional Planning Commission looking into potentially submitting an Application for that Program as well to increase the funding in order to implement this project.

PARK & REC

Approve Award of the Engineering and Design Services Contract for Memorial Park Phase 3

Mr. Kratzer stated the Board had authorized the release of an RFP to solicit proposals for design and engineering services related to potential improvements for Memorial Park Phase 3. He stated as previously discussed, this project had received a State-wide Local Share Grant in the amount of about \$900,000, and there is no required match for utilization of those funds. He stated there were five respondents to the RFP, and Carroll Engineering was the lowest responsive Bidder at a total cost of \$86,575. He stated as previously discussed, the original concept for improvements as part of this Phase of the project are probably beyond the available fund so scoping that down was discussed. He stated the Township staff is aware that the Board wants to be involved early in the process to make sure that the work is consistent with the priorities and direction of the Board of Supervisors.

Mr. Lewis moved and Mr. Ross seconded to award the Engineering and Design Services Contract for Memorial Park Phase 3 to Carroll Engineering Group.

Mr. Grenier stated very early in the process the Board should be included in the discussions so that it is clear as to how far they can go with the design in terms of build based on engineering estimates, etc. so that we do not outspend our Engineering Contract.

Motion carried unanimously.

PUBLIC WORKS

Approve Authorizing the Township Manager to Enter into a Lease Agreement for Golf Carts and Utility Vehicles for Use at Makefield Highlands Golf Course

Mr. Ross moved and Mr. McCartney seconded to approve authorizing the Township Manager to enter into a Lease Agreement for golf carts and utility vehicles for use at Makefield Highlands Golf Course.

Mr. Fuller stated historically we have leased 75 golf carts as well as about 10 utility carts for field maintenance and beverage. He stated typically we do five-year Leases, and this is the third five-year term with this vendor.

Mr. Grenier stated we are currently developing the Golf Course Management RFP, and he asked if there is flexibility in this Agreement to shift this potentially in the future. Mr. Kratzer stated to the extent that there is some variation in structure, this would be part of the negotiation that it would be assignable to an operator. He stated golf carts are a core need, and this is consistent with what has been done in the past. He stated it does generate some current-year savings as it relates to delivery occurring in 2025, but not having payments due until 2026.

Mr. Kratzer stated Mr. Fuller had discussions with the current operator about electric versus gas, etc. Mr. Fuller stated we have had great success with this style and brand; and while they looked at electric, we are not set up for charging capabilities. He stated they also have a shorter lifespan so that there would be a higher cost to go electric. Mr. Kratzer stated there was also some additional evaluation; and while GPS was an option, these are not GPS as that would increase the cost. Mr. Fuller stated GPS would add about \$30 a cart per month so that would be a \$60,000 to \$70,000 increase.

Motion carried unanimously.

Highland Drive Improvements Project

1. Approve Award of the Highland Drive Drainage Improvements Project to James D. Morrissey in the Amount of \$987,777.00

Mr. Ross moved and Mr. McCartney seconded to award the Highland Drive Drainage Improvements Project to James D. Morrissey in the amount of \$987,777.

Mr. Fuller stated the engineer's estimate was \$924,000. He stated three Bids were received, and the next lowest Bid was \$1.19 million.

Mr. Grenier asked about the schedule, and Mr. Fuller stated he will know more in the future.

Motion carried unanimously.

2. Authorize the Township Manager to Execute the Temporary Construction Easement and Permanent Stream Maintenance and Drainage Easement for the Project with the Property Owner of 1 Highland Drive

Mr. Ross moved and Mr. Lewis seconded to authorize the Township Manager to execute the Temporary Construction Easement and Permanent Stream Maintenance and Drainage Easement for the project with the property owner of 1 Highland Drive.

Mr. Grenier asked if the property owner is amenable to the Conditions, and Mr. Kratzer agreed.

Motion carried unanimously.

Approve Payment Application #2 (Final) in the Amount of \$31,426.32 to T. Schiefer Contractors, Inc. for the Traffic Signal and ADA Improvements Project at Pine Grove Road and Big Oak Road

Mr. Ross moved and Mr. Lewis seconded to approve Payment Application #2 (Final) in the amount of \$31,426.32 to T. Schiefer Contractors, Inc. for the Traffic Signal and ADA Improvements Project at Pine Grove and Big Oak Roads.

Mr. Fuller stated the project is done and is closed out with PennDOT. Everything has been accepted. This was a Green Light Go Grant and the Grant, which was in 2020, was in the amount of \$305,000; and the total construction costs without materials since we bought the signals, was \$314,000. The materials were \$126,000. He stated we are over the Grant amount due to the age of the project.

Motion carried unanimously.

SOLICITOR'S REPORT

Ms. Carlton stated the Board met in Executive Session prior to the public meeting and will continue their discussions after the public meeting to discuss litigation issues, employment matters, and Real Estate issues.

Ms. Carlton stated the Zoning Hearing Board is very active, and they asked her to remind the Board that they will be looking for at least one if not two new members.

SUPERVISORS' REPORTS

Mr. Grenier stated Emergency Management continues to move forward. Captain Reeves has received an after-action report from Bucks County on the floods from two years ago, and Mr. Grenier stated he feels the Board should review this. Mr. Grenier stated the Torbert Farm project was pulled from the Planning Commission Agenda, and they have offered an Extension.

Mr. Ross stated the Historical Commission has a final list of historic properties that they will be presenting at the next meeting so that a Demolition Ordinance can be considered. Mr. Grenier stated he understands that Mr. Jeff Marshall will make the presentation, and Mr. Kratzer agreed.

OTHER BUSINESS

Mr. Grenier stated there have been questions and comments on social media about sewer bill increases, and the Township is looking into the issues. He stated there may be some opportunities for advocacy through the PUC and State Legislators although the Township does not own the system or have jurisdiction over it.

July 16, 2025

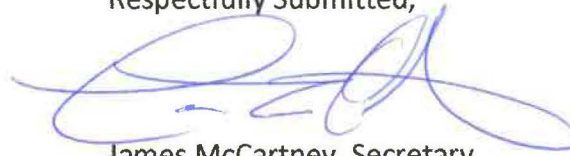
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ADDITIONAL PUBLIC COMMENT ON NON-AGENDA ITEMS

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

There being no further business, the meeting was adjourned at 8:30 p.m.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'J. McCartney', with a large, stylized flourish extending to the right.

James McCartney, Secretary

