

TOWNSHIP OF LOWER MAKEFIELD
BOARD OF SUPERVISORS
MINUTES – APRIL 15, 2026

The regular meeting of the Board of Supervisors of the Township of Lower Makefield was held in the Municipal Building on April 15, 2026. Mr. Lewis called the meeting to order and called the Roll.

Those present:

Board of Supervisors: John B. Lewis, Vice Chair
 Judi Reiss, Secretary
 Colin Coyle, Treasurer
 Daniel Grenier, Supervisor

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

Absent: Matt Ross, Board of Supervisors Chair

COMMUNITY ANNOUNCEMENTS

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.

Mr. Lewis noted a lecture sponsored by the Environmental Advisory Council (EAC) titled “the Hidden Cost of Fast Fashion” on May 2. He announced the Yardley Farmers Market will be held on the first and third Saturdays of every month until the end of April, 2026. Mr. Lewis announced the EAC is hosting a Styrofoam and recycling event on May 23 collecting Styrofoam, wine corks, pill containers, and batteries. He stated the EAC is also hosting a free Bird Town PA event titled “Mother Birds and Their Babies on May 9, 2026.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Mr. Lewis reviewed the rules for Public Comment.

Mr. Cliff Davis stated he is President of the HOA at Regency at Yardley. He thanked the Township for working with them regarding the stormwater management fee to be charged.

Ms. Ellen Saracini, Township resident, reiterated her prior request for a night ceremony on September 11 emphasizing the historical significance and needs of family members.

Mr. Lewis and other Supervisors discussed the challenges of scheduling the ceremony around religious holidays and the need to balance community needs. Concerns were expressed about the impact of the ceremony on the Jewish community as well as the importance of maintaining the tradition of a night ceremony. The discussion included references to past ceremonies and the involvement of various community members and organizations. The Township's plans for managing the ceremony were debated with a focus on finding a compromise that respects all community members.

Ms. Allyn Barth, Township resident, spoke in support of a night ceremony and criticized the Township's decision to accommodate political considerations.

Mr. Abrahams, Township resident, expressed frustration with the Township's handling of the ceremony and spoke on the need to honor the victims of 9/11. Ms. Reiss stated she lost her 23 year-old son on 9/11. She stated the Township does not have meetings on other religious holidays. She reviewed the history of when services were held in the past.

Ms. Debbie Senko, Township resident, stated she is a 9/11 widow. She discussed the emotional impact of the morning ceremony and the need for a night ceremony to provide hope and healing.

Mr. Erik Stark, Vice Chair of the Board of Directors for the 9/11 Memorial Garden of Reflection, Inc. highlighted the partnership between the Township and the non-profit and the importance of the night ceremony.

Mr. McNamara, Township resident, spoke on behalf of having an evening ceremony to accommodate those who are not able to attend during the day.

Ms. Beth McNamara, Township resident, stated not having an evening ceremony is traumatic to some residents.

Mr. Frank Lyons, 40 year Township resident and retired pilot, spoke on behalf of approving the Permit to have the candlelight commemoration being requested by a diligent group of volunteers many of whom were instrumental in creating the Garden of Reflection.

Ms. Dellagrotti, Township resident, read into the record a letter from Jennifer Casey, 22-year Township resident who wrote of the importance to her family of being able to attend the evening event on September 11.

PRESENTATION FROM ZA – 2024 AUDIT REPORT

Mr. Tim Mirra, Zelenkofske & Axelrod, presented the Township's 2024 Audit Report expressing an unmodified opinion on the financial statements and noting no deficiencies in internal control structures. The Township's net position increased by \$7.2 million, with \$101 million in total net position, \$81.5 million in net investment in Capital Assets, and \$12.1 million in unrestricted funds. He stated the business type activities ended the year with a total net position of \$17.5 million, with \$14 million in net investment in Capital Assets and \$3.5 million in unrestricted funds. The General Fund had a total Fund Balance of \$3.6 million, with total revenues of \$14.8 million and total expenditures of \$16.7 million. The Township's financial health was discussed with a focus on the Fund Balance, debt to equity ratio, and the impact of the new millage for road improvements.

APPROVAL OF CONSENT AGENDA ITEMS

Mr. Grenier requested that Item k – Installation of a formalized walking path at Slate Hill Cemetery be removed from the Consent Agenda so that it can be discussed individually, and this was agreed to by the Board.

Mr. Grenier moved, Ms. Reiss seconded and it was unanimously carried to approve the Consent Agenda as listed with the exception of Item k.

Approval of Authorization to Install a Formalized Walking Path at Slate Hill Cemetery With Funding to be Provided Using Restricted Funds in the Lower Makefield Township Community Foundation

Mr. Grenier raised concerns about the contracting party and the need to protect the gravestones and graves during the construction of the path. Mr. Kratzer explained the Amendments to the proposal to ensure the contractor takes necessary precautions and documents the conditions before and after the work. The project was described as an extension of a previous Eagle Scout project with the contractor familiar with the area and the need to be respectful of the historic cemetery. The funding for the project is confirmed to be provided by the Lower

Makefield Community Foundation, with revenues generated from the historic reenactment event at the cemetery.

Mr. Coyle moved, Mr. Grenier seconded and it was unanimously carried to authorize the installation of a formalized walking path at Slate Hill Cemetery with funding to be provided using restricted funds in the Lower Makefield Township Community Foundation.

ENGINEER'S REPORT

The Engineer's Report was included in the Board's packet. It was noted that the Highland Drive project was nearing completion. There was discussion about restoration of streets following work done by PECO.

MANAGER'S REPORT

Discussion and Tabling the Proposal from Open Spaces and Historic Places, LLC in the Amount of \$25,000 for Phase 2 of the Lower Makefield Township Historic Resource Survey (funded through a Certified Local Government Project Grant)

Mr. Kratzer discussed the project which is funded through a Grant with a 10% match requirement of \$2,500. The scope of work is consistent with the initial phase of the project. The Board discussed the need for a schedule of completion, deliverables, and the importance of mapping results as part of the survey. There was discussion about the benefits of a fixed price contract versus a time and materials contract and an emphasis on the need for clear deliverables and schedules.

Mr. Coyle moved, Mr. Grenier seconded and it was unanimously carried to Table the matter to give Mr. Kratzer time to address the concerns raised.

Discussion and Tabling Accepting the Proposal from Golf Property Analysts for the Conduct of a Request for Proposals for Management Company and Lessees Proposals for Makefield Highlands Golf Club at a Not-to-Exceed Cost of \$20,000 (Budgeted Project)

Mr. Kratzer explained the Budget process for this effort and the need for a new management agreement noting the existing agreement with Spirit (now Sports Facilities Company) expires at the end of 2026.

Mr. Kratzer provided details on the structure of the proposals from Golf Property Analyst, Fairway Advisors, and Leisure Appraisal highlighting the differences in advisory fees and lease structures.

Mr. Coyle moved and Ms. Reiss seconded to accept the proposal from Golf Property Analysts for the conduct of a Request for Proposals for Management Company and Lessees proposals for Makefield Highlands Golf Club at a not-to-exceed cost of \$20,000.00.

Mr. Grenier expressed concern about the potential fees associated with lease agreements and the incentive for firms to push for higher lease amounts. Ms. Reiss suggested involving the Golf Committee in the decision-making process to ensure due diligence, and there was discussion about the potential of tabling the matter to give the Golf Committee the opportunity to review this.

Mr. Chuck Lustig, 1255 Woodthrush Court, stated he opposes the RFP process arguing that Spirit Sports Facilities Company has done a good job and should be given more time to enhance the Golf Course.

Mr. Patrick Frain, 16 Delaware Rim Drive, stated his property borders the Golf Course and he is a Golf Committee member. He stated he supports Spirit Golf citing the Golf Course's success and the financial benefits it brings to the Township.

Mr. William Ryan stated he is a Township resident and is on the Golf Committee. He stated he questions the need for an RFP and suggests that Spirit Golf be given the opportunity to propose lease or management options. Mr. Lewis explained the Township's standard process of running RFPs to ensure the best deal for taxpayers.

Mr. Rick Kelly, 119 Dispatch Drive, discussed his extensive golf experience including the hundreds of times he has played Makefield Highlands. He spoke highly of the Course and the people running it and encouraged the Board to retain Spirit Golf.

Mr. James Bell, Newtown Township, stated he has played at Makefield Highlands since it opened. He questioned the urgency of the RFP process noting that the Course has been managed by Spirit for 15 years without an RFP. Mr. Grenier explained the process of developing RFPs and the need to consider different management structures.

Mr. Lewis provided historical context on the Golf Course's financial challenges and discussed the decision to sell the Sewer system which paid off Golf debt.

Mr. Grenier moved to Table. Mr. Coyle withdrew his Motion to approve and seconded the Motion to Table. Motion carried unanimously.

Accept the Patterson Farm Agricultural Lands Lease Bid from Charlann Farms

Mr. Kratzer stated Charlann Farms provided the only response to the Bid process, it exceeded the minimum Bid, and it included additional services.

Mr. Coyle moved, Ms. Reiss seconded and it was unanimously carried to accept the Patterson Farm Agricultural Lands Lease Bid from Charlann Farms.

Approve Request to Modify a Condition of Approval to Permit the Construction of an In-Ground Swimming Pool at 652 Leslie Lane (Exceeds the Allowable Impervious Surface Shown on the Recorded Plan but Less Than the Maximum Impervious Surface Percentage Permitted on a Lot by the Zoning Ordinance)

Mr. Kratzer explained the request to modify a Condition of Approval for a Permit allowing for additional impervious surface in exchange for structural facilities to manage stormwater.

Mr. Brian Patterson, surveyor, representing the homeowner, discussed the requirements on the lot adding that they were directed by Township staff to seek approval from the Board of Supervisors.

Mr. Coyle moved, Ms. Reiss seconded and it was unanimously carried to approve the request to modify a Condition of Approval to permit the construction of an in-ground swimming pool at 652 Leslie Lane.

POLICE

March, 2026 Monthly Report

Chief Kelly presented the Police statistics for March, 2026 highlighting the number of incidents, warnings, traffic citations, and arrests. Chief Kelly congratulated Lieutenant Larry Hillman on graduating from the Northwestern School of Police Staff and Command.

PUBLIC WORKS

Accept the Lowest Responsive and Responsible Bid from Ply-Mar Construction Co., Inc. in the Amount of \$204,035.00 for the Taylorsville Road & Woodside Road Trail Connection/Crossing (Budgeted Project)

Mr. Fuller stated this will ultimately connect to the Joint Toll Bridge Commission property to get to the Canal

Mr. Grenier moved, Mr. Coyle seconded and it was unanimously carried to accept the lowest responsive and responsible Bid from Ply-Mar Construction Co., Inc. in the amount of \$204,035.00 for the Taylorsville Road & Woodside Road Trail Connection/Crossing.

Accept the Proposal for Engineering Services from Pennoni for Supplemental Work on the Existing Woodside Road Multi-Use Trail at an Estimated Cost of \$30,000.00

Mr. Fuller discussed the remedial work needed to be done on the existing Woodside Road multi-use trail.

Mr. Grenier moved and Mr. Coyle seconded to accept the proposal for engineering services from Pennoni for supplemental work on the existing Woodside Road multi-use trail at an estimated cost of \$30,000.

Mr. Grenier asked about the possibility of recovering costs from the prior engineering firm; and Ms. Carlton explained the process and potential challenges.

Motion carried unanimously.

SOLICITOR'S REPORT

Ms. Carlton stated the Board met in Executive Session prior to the meeting and discussed litigation matters and Real Estate matters.

SUPERVISORS' REPORTS

Mr. Coyle reported on the need for a new student member for the Human Relations Commission. He thanked the Historic Commission for their work on the Thomas Janney Historical District Application.

Ms. Reiss provided updates on the Golf Committee, Parks & Recreation, and the Seniors group highlighting ongoing issues and upcoming meetings.

Mr. Grenier noted upcoming meetings of the Emergency Management Committee, SR332/Stony Hill Road Steering Committee, and Zoning Hearing Board.

APPOINTMENTS/REAPPOINTMENTS TO BOARDS AND COMMISSIONS

Mr. Coyle moved, Ms. Reiss seconded and it was unanimously carried to appoint Joseph DeSantis to the Airport Review Panel and Bob Cummings to the Golf Committee.

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.

Respectfully Submitted,




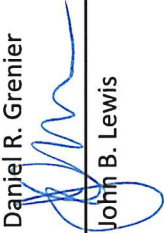
Judi Reiss, Secretary



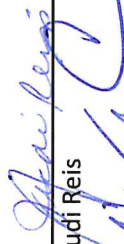
LOWER MAKEFIELD TOWNSHIP
 BOS MEETING - 04/15/2026
 INTERFUND TRANSFERS

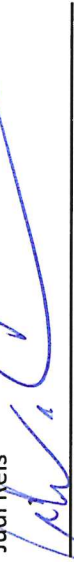
MARCH 2026 INTERFUND TRANSFERS	
Fund	
01- GENERAL FUND TO DEFINED CONTRIBUTION PENSION PLAN ACCOUNT	6,534.20
03- GENERAL FUND TO DEFINED CONTRIBUTION PENSION PLAN ACCOUNT	268.56
05- PARKS AND RECREATION FUND TO DEFINED CONTRIBUTION PENSION PLAN ACCOUNT	984.65
09- POOL FUND TO DEFINED CONTRIBUTION PENSION PLAN ACCOUNT	436.74
	8,224.15


 Daniel R. Grenier


 John B. Lewis

 Matt Ross


 Judi Reis


 Colin Coyle