

TOWNSHIP OF LOWER MAKEFIELD  
BOARD OF SUPERVISORS  
MINUTES – SEPTEMBER 2, 2026

The regular meeting of the Board of Supervisors of the Township of Lower Makefield was held in the Municipal Building on September 2, 2026. Mr. Ross called the meeting to order at 7:30 p.m. and called the Roll.

Those present:

|                       |                            |
|-----------------------|----------------------------|
| Board of Supervisors: | Matt Ross, Chair           |
|                       | 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 |

#### 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](mailto:admin@lmt.org) to request a special announcement be added to the Agenda.

Mr. Lewis announced two September 11<sup>th</sup> Remembrance Ceremonies will occur at the Garden of Reflection with a morning ceremony at 8:30 a.m. and an evening ceremony at 6:00 p.m. He stated the Pennsylvania Historic Preservation Board will review the Thomas Janney Historic Architectural District nomination on September 15<sup>th</sup>. Lower Makefield Seniors will host a free Lunch & Learn Seminar titled “Leaving a Blessing Not a Burden” on September 17 at the Community Center. Mr. Lewis announced that the Township received a donation from the Aliver Foundation and Grants to install new outdoor AED boxes and bleeding control kits at Memorial Park and Macclesfield Park. An event will be held on September 20 at Memorial Park to see the new equipment. Mr. Lewis stated the Kim Rock Group will host a free Community Shredder Event on Saturday, September 26 at the Pool parking lot. The EAC will host a Styrofoam Collection Event on Saturday, October 31 at the Township Building, and the EAC along with Yardley Borough will host an E-Waste Recycling event on November 21 at the Pool parking lot.

Mr. Grenier reminded residents that with school back in session drivers should be cautious of students walking and biking as well as school buses making frequent stops.

#### PUBLIC COMMENT ON NON AGENDA ITEMS

Ms. Janet Rosen Rosenzweig, Township resident, requested that the consultant's report regarding the aging volunteer Fire Department be posted on the Township Website, and Mr. Kratzer agreed to do so. Mr. Coyle noted that a working group has been formed with Yardley Borough to address fire safety recommendations.

A woman named Tracy (no last name provided) stated she is a Township resident. She expressed disappointment regarding the Township's handling of the 9/11 Remembrance Ceremonies and the relationship with the Garden of Reflection organization.

#### APPROVAL OF CONSENT AGENDA ITEMS

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

- a. Approved the Minutes for the August 19, 2026 meeting.
- b. Approved the Warrant List dated September 2, 2026 in the amount of \$2,730,899.05.
- c. Approved Resolution 26-12 designating certain trees and a specimen tree area as Heritage Trees and a Heritage Tree Area pursuant to Chapter 185, Article I, Heritage Trees, consistent with the approved Motion at the Board of Supervisors' meeting on August 19, 2026.
- d. Approved Resolution 26-13 authorizing the Township to enter into a Master Lease Purchase Agreement with Santander Bank, N.A. and designating the Township Manager as the authorized individual to execute the Agreement, Schedule, and related documents consistent with the approved Motion at the Board of Supervisors' meeting on August 19, 2026.
- e. Approved to authorize execution of Memorandum of Understanding between the Township and Patterson Farm Preservation, Inc. relating to the repair and restoration of window shutters on the Satterthwaite House.
- f. Approved to accept the lowest responsive and responsible bid for the 2026-27 Salt Contract Bid through the Bucks County Consortium.
- g. Approved to authorize the release and advertisement of bid for the Fall, 2026 Tree Planting.

- h. Approved to accept the Proposal from Realty Landscaping for the Memorial Park Arboretum at a total anticipated cost of \$9,243.14 (includes 3 waterings) to be funded through the Tree Bank.
- i. Approved to accept the resignation of Richard Preston from the Lower Makefield Township Trenton Mercer Airport Review Panel.
- j. Approved to acknowledge receipt of a Grant of Extension of Time until October 31, 2026 for the Torbert Farm Subdivision.
- k. Approved to authorize the release and advertisement of the bid for 2026 Leaf Season Contractors.
- l. Approved to authorize the release and advertisement of bid for the 2026-27 Snowplow Contractors.
- m. Approved to authorize the release and advertisement of bid for the Big Oak Road (SR 202) Rectangular Rapid Flashing Beacon Project to be funded through the Regency Bridge Fund.

Mr. Grenier and Ms. Reiss thanked Mr. Preston for his service on the Trenton-Mercer Airport Review Panel monitoring Airport impacts on the Township.

## COMMUNITY DEVELOPMENT

### Approval of the 1 Sutphin Road Subdivision Plan

Mr. Bryce McGuigan, attorney, was present with Ms. Lucille Giagnacova, property owner, and Mr. Adam Prince, Fioravanti Engineers. Mr. McGuigan presented the Preliminary/Final Plan for the property to create three separate Residential parcels from one large triple-frontage lot. If approved it would result in three separate homes on three separate parcels. He reviewed the history of the Subdivision and approvals received including Zoning Hearing Board approval.

Mr. Prince showed the accessory structures currently on the site which are going to be removed. The two existing residences will be retained and one new residence will be constructed. Mr. McGuigan discussed the six Waivers being requested.

Mr. Grenier emphasized that all new plantings must be native species consistent with the Township Ordinance. The EAC had expressed concern about the existing large black oak on the property, and it was noted that it will be saved.

There was discussion about stormwater management and the Board asked that grading be re-evaluated and that more trees and vegetation be added at certain locations.

It was the consensus of the Board that sidewalks should be installed on Makefield and Sutphin Roads, but could be waived on Fayette.

Mr. Grenier moved, Mr. Coyle seconded and it was unanimously carried to approve the Subdivision Plan for 1 Sutphin Road subject to the following Conditions:

1. A sidewalk on Makefield Road will be required.
2. A sidewalk on Sutphin will also be required. No sidewalk will be required on Fayette.
3. Adjustment of the southwest basin subject to the Township engineer review.
4. Consideration of additional trees on Lot #2.
5. Subject to all other comments relative to HRG's comment letter on August 5, 2026 and Pennoni's letter of July 16, 2026 and all previous letters.

Ms. Carlton stated the Motion is for Preliminary/Final, and the Board agreed.

#### ENGINEER'S REPORT

The Board had no questions or comments at this time.

#### MANAGER'S REPORT

##### Approve Authorizing the Execution of the Addendum to Lease Agreement Between the Township and Artists of Yardley

Mr. Grenier moved and Ms. Reiss seconded to approve authorizing the execution of the Addendum to Lease Agreement between the Township and Artists of Yardley. Motion carried with Mr. Lewis abstained.

##### Approve Acceptance of the Proposal from Cicada Architecture Planning for Architectural and Planning Services Relating to the Patterson Farm Farmstead

Building Stabilization and Adaptive Reuse Project at a Base Fee Cost of \$99,000  
(Statewide Local Share Account-Funded Project)

Mr. Lewis moved and Mr. Grenier seconded to approve acceptance of the proposal from Cicada Architecture Planning for Architectural and Planning Services relating to the Patterson Farm Farmstead Building Stabilization and Adaptive Reuse Project at a Base Fee cost of \$99,000.

Mr. Grenier stated there are no Use changes as part of this project, and this is just stabilization of the buildings.

Motion carried unanimously.

Mr. Kratzer stated part of Cicada's work will be establishing an achievable scope within the Grant funding, and more will be reported going further.

PUBLIC WORKS DEPARTMENT

Approve Acceptance of the Proposal from PR Painting for Painting of the Main House, Barn, and Small Garage on the Satterthwaite Farmstead at a Total Cost of \$76,536.00

Mr. Grenier moved, Mr. Lewis seconded and it was unanimously carried to accept the proposal from PR Painting for painting of the main house, barn, and small garage on the Satterthwaite Farmstead at a total cost of \$76,536.00.

Approve Authorizing Acceptance of the Proposal from HRG for Phase 1 of the Stormwater System Condition Assessment at an Estimated T & M Cost of \$109,375.00 to be paid from the Stormwater Utility Fund

Mr. Coyle moved, Mr. Lewis seconded and it was unanimously carried to approve authorizing acceptance of the proposal from HRG for Phase 1 of the Stormwater System Condition Assessment at an estimated T & M cost of \$109,375.00 to be paid from the Stormwater Utility Fund.

Mr. Grenier thanked Patterson Farm Preservation specifically Jeff Hirko and his crew for the work they are doing for the shutters improvements and repairs at Satterthwaite, and he thanked Mr. Fuller for working with them.

## SOLICITOR'S REPORT

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

### Approval of an Ordinance Amending Chapter 114 ("Floodplains, Article IV "Technical Provisions"), Section 26 ("Design and Construction Standards.") to Update Specific Equipment Requirements

Ms. Carlton stated this matter has been advertised and is ready for Board consideration.

Mr. Grenier moved, Mr. Lewis seconded and it was unanimously carried to approve an Ordinance amending Chapter 114 ("Floodplains, Article IV "Technical Provisions"), Section 26 ("Design and Construction Standards.") to update specific equipment requirements.

## DISCUSSION ITEMS

### Potential Amendments to the Responsible Contractors Ordinance

Mr. Kratzer proposed discussing amendments to the Responsible Contractors Ordinance to allow for specialty contractor exemptions and cooperative purchasing via COSTARS. Mr. Grenier and Mr. Coyle emphasized the need for the Board to maintain oversight and provide affirmative approval when waiving Ordinance requirements. The staff will draft potential Amendment language that allows the Board to grant Waivers for specialized work or competitive purchasing arrangements.

### Phase 2 Environmental Site Assessment at Patterson Farm

Mr. Kratzer discussed the need for a Phase 2 Environmental Site Assessment at Patterson Farm to address lead-based soil contamination and an underground fuel tank. The Township is considering self-funding this assessment to better position itself for future remediation grants after an EPA Grant request was denied. The Board directed the staff to draft a scope of work and issue a formal Request for Proposals (RFP) to ensure competitive bidding for the assessment.

#### SUPERVISORS' REPORTS

Ms. Reiss noted that the Trenton-Mercer Airport Review Panel plans to make a presentation at a future meeting.

Mr. Grenier reminded residents that the Zoning Hearing Board will meet on September 15<sup>th</sup> to discuss a car wash in Edgewood Village. He emphasized that the Zoning Hearing Board is a quasi-Judicial body distinct from the Board of Supervisors, and their decisions carry the force of law. He stated the Board of Supervisors has limited ability to overturn Zoning Hearing Board decisions.

#### APPOINTMENTS/REAPPOINTMENTS TO BOARDS AND COMMISSIONS

No appointments/reappointments were made.

#### 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 8:45 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Judi Reiss".

Judi Reiss, Secretary

