

Incorporated March 12, 1738

TINICUM TOWNSHIP

Bucks County

BOARD OF SUPERVISORS

163 Municipal Road
Pipersville, Pennsylvania 18947

ELEANOR BRESLIN
RICHARD ROSAMILIA
JOHN COLE

TINICUM TOWNSHIP BOARD OF SUPERVISORS ORGANIZATIONAL MEETING MINUTES MONDAY, JANUARY 6, 2025 7:00 PM

Call to Order

Pledge of Allegiance

Role Call: EB Yes, RR NO, JC Yes, SH Via Zoom, CG NO, JD Via Zoom

**Rules of Engagement & Community Engagement Standards Apply at all Meetings.
All Public Comment should be reserved for Public Comment portion of the meeting.
Please come up to the microphone and write your name on the sign-in sheet.**

In attendance: Eleanor Breslin, John Cole, Judith Danko, Scott Holbert were in attendance. Rich Rosamilia (Resigned) and Curt Genner, engineer services, was not needed for this meeting.

Chairperson Breslin called the public meeting of the Tinicum Township Board of Supervisors to order at 7:00 PM, followed by the Pledge of Allegiance. The meeting, held in the Tinicum Township building meeting room, was live-streamed on Zoom and recorded. There were approximately 7 people present, and 11 people viewed it online.

Ms. Breslin announced that supervisor Richard Rosamilia has tendered his resignation effective immediately, which was received today at lunch time.

Motion to accept Mr. Rosamilia's resignation was made by Eleanor Breslin, with second by John Cole. Voted upon and passed. (All in favor, 2).

This Action Item was added to the agenda pursuant to Section 712.1(c) of the Pennsylvania Sunshine Law as Mr. Rosamilia's Letter of Resignation was received on January 6, 2025 less than 24 hours before the start of the Meeting.

Motion to accept Rich Rosamilia's resignation.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Ms. Breslin said the first order of business for the organizational meeting is to appoint a chairperson for the Board of Supervisors.

A. TINICUM TOWNSHIP ORGANIZATION:

Board of Supervisors Chairperson

Motion to appoint Eleanor Breslin as Chairperson of the Board of Supervisors.

Motion by: John Cole. Second by: Eleanor Breslin. (All in favor, 2).

Board of Supervisors Vice-Chairperson

Motion to appoint John Cole as Vice-Chairperson of the Board of Supervisors. Motion by:

Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Township Manager & Treasurer

Motion to appoint Judith Danko as Township Manager, Treasurer and Secretary with authorization to pay employee benefit invoices electronically and to follow through with duties of the appointment.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Consideration of Resolution 1-2025 for the 2025 Fee Schedule

Motion to adopt Resolution 1-2025, the 2025 Fee Schedule effective 1/1/25 and previously adopted on 12/3/24 Board of Supervisors Meeting.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Consideration of a Resolution 2-2025 authorizing the Township Manager and or Board of Supervisors to attend Conferences or other professional development meetings/conferences and to authorize the attendance of other Township personnel on behalf of the Township and for the Township benefit.

Motion to authorize the Township Manager to attend conferences or other professional development meetings/conferences and to authorize the attendance of other Township personnel on behalf of the Township and for the Township benefit.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Consideration of a Resolution 3-2025 authorizing the Township Manager as the authorized Township representative for purposes of filing DCNR and PennDOT reports.

Motion to approve Resolution 3-2025 to authorize the Township Manager as the authorized Township representative for purposes of filing DCNR and PennDOT reports, Township Manager, Judith Danko, as the representative and Assistant Secretary as alternate representative.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Consideration of Resolution 4-2025 to appoint a Earned Income Tax Collection Committee Delegate for Bucks County pursuant to Act 32 of 2008.

Motion to appoint Judith Danko as Delegate and Eleanor Breslin as Alternate to the Bucks County Tax Collection Committee for a 1-year term.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Consideration of PSATS Voting Delegate

Motion to appoint Judith Danko as the "voting" delegate and Eleanor Breslin as alternate voting delegate for PSATS conferences.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Admissions Tax Officers

Motion to authorize the Township Manager to collect the Admissions Tax for the Township.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Township Right To Know/Open Records Officer

Motion to appoint the Township Manager, Judith Danko to serve as the Township's Agency RTK/Open Records Officer.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Township Solicitor

Motion to appoint Flager & Associates with Scott Holbert as Solicitor for the Township with the policy that the Solicitor regularly attends the Township Board of Supervisor meetings and be on call to attend meetings at the request of the Supervisors.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Rate of Pay for Contracted Services/ Public Works Department

Motion to pay the sum of \$25.65 per hour to a person providing contracted services (i.e., snow removal) during regular business hours and a rate of \$38.48 per hour for evenings, weekends, holidays, or after a work shift exceeding 8 hours.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Consideration to appoint the Township Emergency Management Coordinator

Motion to confirm reappointment of Bill Cahill as the Emergency Management Coordinator.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Township Engineer

Motion to appoint Wynn Associates as Township Engineer, with Curt Genner, PE to be primary engineer, and with the policy to be on call to attend meetings at the request of the Supervisors.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Building Inspector

Motion to appoint Keystone Municipal Services, LLC as the Building Inspector and to administer the PA Uniform Construction Code and the International Construction Code of 2018.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Township Zoning Officer

Motion to appoint Keystone Municipal Services, LLC as Township Zoning Officer and Wynn Associates as assistant Zoning Officer, with Curt Genner to be primary engineer to assist Zoning Officer with the policy, to be on call, to attend meetings at the request of the Supervisors.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Motion to confer powers and duties to administer and to enforce the provisions of the Zoning Ordinance to the Zoning Officer.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Flood Plain Administrator

Motion to appoint Wynn Associates as Flood Plain Administrator, with Curt Genner, PE to be primary Flood Plain Administrator, and with the policy to be on call to attend meetings at the request of the Supervisors.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Consulting Township Planner

Motion to appoint Thomas Kelso, Castle Valley Consultants, Inc. to provide professional civil, environmental, and planning services on an as-requested basis by the Township.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Consulting Water Planner

Motion to appoint Matthew Mulhall, M2 Associates, to provide professional environmental and planning services on an as-requested basis by the Township.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Township Fire Police

Motion to reappoint members of Delaware Valley Volunteer Fire Company, Ottsville Volunteer Fire Company and Palisades Regional Fire and Rescue as the Township Fire Police, in accordance with the recommendations of Police Chief Nicole Madden, as follows: Jeff Lutz, Janet Snyder, Jeff Stevens, Cory Ingram, Vicki Black, William Black, Cody Black, Matt Overbeck, Jason Moffat, Harold Haas, Tyler Long, Dawn Cifelli, Bob Milligan, Michael Mulkeen, Merlin Nallo, David Wolfinger, and Jon Kraft.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Commercial Driver's License (CDL) Administrator

Motion to reappoint Police Chief Nicole Madden, or her designee, as CDL Administrator.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Treasurer's Bond

Motion to set the Treasurer's Bond at \$1,000,000.00 with Travelers Casualty and Surety Company of America and a Traveler's CL Accounting Policy with H.A.Thompson Company as broker.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Appointment of Board of Auditors/CPA for Annual Fiscal Year Audit

Motion to appoint MVA Tax & Advisors, LLC (formerly Hutchinson, Gillahan and Freeh, PC) as Board of Auditors/CPA to examine the books and perform the annual audit of Tinicum Township for the 2024 fiscal year.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

The Woodtiger Fund (Private Foundation)/Headquarters Road Bridge Project Liaison Designee

Motion to designate the Township Manager, as the liaison designee for the Woodtiger Fund disbursements and fund management for the Headquarters Road Bridge planning and project.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Township Depository General Fund, State Fund, Capital & Equipment Fund, Escrow Fund and Park Fund

Motion to designate Penn Community Bank, Univest Bank and Trust and the PA Local Government Investment Trust as the depositories for the funds of the Township, except in those instances where the Treasurer may obtain a better rate of interest.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Township Depository Open Space

Motion to engage TD Bank and the PA Local Government Investment Trust as the depositories for the Open Space surplus funds of the Township, except in those instances where the Treasurer may obtain a better rate of interest.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Vacancy Board - Act 1069

Motion to reappoint Carl Ruthardt to serve as Chairperson of the Vacancy Board, pursuant to Act 1069 for a 1-year term.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Mileage Reimbursement

Motion to reimburse authorized personnel for mileage at 70¢ per mile, or at the rate as adjusted by the IRS, for the use of personal vehicles for Township business.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

B. APPOINTMENT OF COMMITTEE/BOARDS/COMMISSIONS:

Township Committee Attendance Policy

Motion that it shall be the policy of the Board of Supervisors that a member of any appointed Township Committee or Board who fails to attend or participate in person or via teleconference 50% of the meetings during the year will be removed from the Committee or Board.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Zoning Hearing Board [3-Year Term/ 3 Members & 1 Alternate] (2 Vacancies-two filled)

Motion to appoint Mike Zavoda with term expiring 12/31/27 for 3 year term and to appoint Carl Ruthardt (Alternate) with term expiring 12/31/27 for 3 year term.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Planning Commission [4-Year Term/ 7 Members] (3 Vacancies-two filled)

Motion to reappoint Terry Johnson to the Planning Commission for another 4-year term expiring 12/31/28 and to appoint Dan Ullman to the Planning Commission for 4-year term expiring 12/31/28.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Building Code Board of Appeals [1-Year Term/3 Members] (3 Vacancies- three filled)

Motion to appoint Joe Billingham, and Chris Weaver, and Travis Hutchison to the Building Code Board of Appeals for 1-year terms expiring 12/31/25.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Environmental Advisory Committee [1-Year Term/ 7 Members] (7 Vacancies- seven filled)

Motion to appoint Laura Zonca, and Wendy Ullman, Marion Kyde, Riley Murphy, Cindy Meyers-Long, James Blaydon, and Corinne Koch-Blaydon to the Environmental Advisory Committee for a 1-year term expiring 12/31/25.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Historical Commission: [3-Year Term/7 Members] (4 Vacancies- one filled)

Motion to appoint Kathryn Auerbach for a 3-year terms expiring 12/31/27.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Bridgeton Nockamixon Tinicum Ground Water Management Committee (BNTGMC) [1-Year Term/2 Members] (2 Vacancies-two filled)

Motion to appoint Riley Murphy and Carrie Manfrino to the Bridgeton-Nockamixon -Tinicum Ground Water Management Committee for 1-year terms expiring 12/31/25.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Land Preservation Committee [1-Year Term/ 5-7 Members] (7 Vacancies- three filled)

Motion to appoint Luke Sorensen, Cindi Gasparre and Dan Ullman to the Land Preservation Committee for 1-year terms expiring 12/31/25.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Park and Recreation Committee/Board [5-Year Term/ 7 Members] (3 Vacancies – two filled)
Motion to appoint James Blaydon, and Corinne Koch-Blaydon for a 5-year term ending 12/31/29.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

C. AD HOC TOWNSHIP & OTHER COMMITTEES:

Ad Hoc Municipal Building Renovation Committee (Established 1/2/24)

A 2024 Motion appointed Carl Ruthardt, Travis Hutchison and Dorsey Reading as members.

Motion to keep the Ad Hoc Municipal Building Renovation Committee and the members in place for 2025 and the members are Carl Ruthardt, Travis Hutchison and Dorsey Reading.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Lower Delaware Wild & Scenic River Management Council [1-Year Term]

Motion to reappoint Marion Kyde as the Township Representative to the Lower Delaware Wild & Scenic River Management Council for a 1-year term expiring 12/31/25.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

D. TOWNSHIP SUPERVISOR LIAISON APPOINTMENTS:

Ms. Breslin said Municipalities have liaisons to the various committees and commissions within the township for the purpose to improve communication. These were started last year, which was a year of transition for the township.

Mr. Cole said the township should continue them this year, qualifying that the township does not do a lot with them. In particular, Mr. Cole was appointed as the Tincum township liaison for the Palisades Regional Fire and Rescue, which has been set up as an indefinite term until someone else is appointed.

Liaison for the Planning Commission, Land Preservation Commission, Park and Recreation, and Historical Commission.

Motion to appoint member of the Board of Supervisors, John Cole to serve as the liaison for the Planning Commission, Land Preservation Commission, Park and Recreation Board, and Historical Commission.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Liaison to the Environmental Advisory Committee (EAC)

Motion to appoint member of the Board of Supervisors, Eleanor Breslin, to serve as liaison to the Environmental Advisory Committee.

Motion by: John Cole. Second by: Eleanor Breslin. (All in favor, 2).

Liaison to the Bridgeton-Nockamixon-Tincum Groundwater Management Committee (BNTGMC)

Motion to appoint member of the Board of Supervisors, Eleanor Breslin, to serve as a liaison to the Bridgeton-Nockamixon-Tincum Groundwater Management Committee (BNTGMC).

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

Conclusion

When a formal action is recorded in the Minutes, the vote in all cases shall be considered unanimous, unless a dissenting vote is cast. When a dissenting vote is cast, the entire vote shall be recorded in full.

Adjournment

Motion to adjourn the Organizational Meeting at 7:24 PM.

Motion by: Eleanor Breslin. Second by: John Cole. (All in favor, 2).

The first Business Meeting of the Board of Supervisors will take place immediately following the Organizational Meeting for 2025.

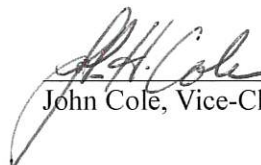
DATE: 2-4-25

ATTEST TO:


Judith Danko, Township Manager/Secretary

TINICUM TOWNSHIP BOARD OF SUPERVISORS


Eleanor Breslin, Chairperson


John Cole, Vice-Chairperson

Vacancy, Member

The next Board of Supervisors Business Meeting is scheduled for Tuesday, February 4, 2025 at 7:00 pm in the Township Building.