

Incorporated March 12, 1738

TINICUM TOWNSHIP

Bucks County

BOARD OF SUPERVISORS

163 Municipal Road
Pipersville, Pennsylvania 18947

ELEANOR BRESLIN
JOHN COLE
TODD QUINBY

**TINICUM TOWNSHIP BOARD OF SUPERVISORS
ORGANIZATIONAL MEETING
JANUARY 5, 2026
7:00 PM**

{In the event of inclement weather, please check the Township website for the most current update.}

Call to Order

Pledge of Allegiance

Role Call: EB YES, JC YES, TQ YES, JD YES, SH YES, CG ABSENT

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, Todd Quinby, Judith Danko, Township Manager, and Scott Holbert, Township Solicitor, were present at the meeting. Curt Genner, Engineer, was not needed at this meeting.

Chairperson Breslin called the public meeting of the Tincum Township Board of Supervisors to order at 7:00 PM, followed by the Pledge of Allegiance. The meeting, held in the Tincum Township building meeting room, was live streamed on Zoom and recorded. There were approximately 11 people present, and 6 people viewed it online.

TINICUM TOWNSHIP ORGANIZATION

Todd Quinby was sworn in as a Board of Supervisor

Supervisor Quinby was sworn in as supervisor on January 2, 2026. He did not participate in the December Executive Sessions, but he participated in today's session.

Motion to acknowledge Todd Quinby for having won the election in November 2025 and that he will be serving a six-year term from today, January 5, 2026, to December

31, 2031, as a township supervisor, was made by Eleanor Breslin and seconded by John Cole. (All in favor, 3).

Board of Supervisors Chairperson

Motion to appoint Eleanor Breslin as chairperson of the Board of Supervisors, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

Board of Supervisors Vice-Chairperson

Motion to appoint John Cole as vice chairperson of the Board of Supervisors, was made by Eleanor Breslin and seconded by Todd Quinby. (All in favor, 3).

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, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

Consideration of a Resolution 2026-01 authorize Township Manager and or Board of Supervisors to attend Conferences, other professional development meetings/conferences, and to authorize the attendance of other Township personnel on behalf of the Township for the Township benefit.

Motion to adopt Resolution 2026-1 to authorize Township Manager and or Board of Supervisors to attend Conferences, other professional development meetings/conferences and to authorize the attendance of other Township personnel on behalf of the Township for the Township benefit was made by Todd Quinby and seconded by John Cole. (All in favor, 3).

Consideration of a Resolution 2026-02 authorizing the Township Manager as the authorized Township representative for purposes of filing DCNR and Penn DOT reports.

Motion to adopt Resolution 2026-02 to authorize Township Manager as the authorized Township representative for purposes of filing DCNR and PennDOT reports, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

Consideration of Resolution 2026-03 to appoint an Earned Income Tax Collection Committee Delegate for Bucks County pursuant to Act 32 of 2008.

Motion to adopt Resolution 2026-03 appointing Judith Danko as Delegate and Eleanor Breslin as Alternate to the Earned Income Tax Collection Committee for Bucks County pursuant to Act 32 of 2008, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

Consideration of Resolution 2026-04 to authorize and direct newly elected Trina Quinby, Tincum Tax Collector to establish a separate government funds bank account at

a financial institution for the purpose of collecting and depositing all real estate and other applicable taxes levied by the township. using the Tincum Township Employer Identification Number (EIN) as required by Local Tax Collection Law.

Motion to adopt Resolution 2026-04 authorizing and directing newly elected Trina Quinby, Tincum Tax Collector to establish a separate government funds bank account at a financial institution for the purpose of collecting and depositing all real estate and other applicable taxes levied by the township, using the Tincum Township Employer Identification Number (EIN) as required by Local Tax Collection Law, was made by Todd Quinby and seconded by John Cole. (All in favor, 3).

Consideration of PSATS Voting Delegate

Motion to appoint Judith Danko as the "voting" delegate and Eleanor Breslin as alternate voting delegate for PSATS conferences, was made by Todd Quinby and seconded by John Cole. (All in favor, 3).

Admissions Tax Officers

Ms. Danko explained that the Township has an admissions tax for the use of boating in the waterway areas and we collect admissions tax for that. Most of the municipalities that surround those areas have such a tax for entering and usage.

Motion to authorize the Township Manager, Judith Danko, to collect the Admissions Tax for the Township, was made by John Cole and seconded by Eleanor Breslin. (All in favor, 3).

Township Right To Know/Open Records Officer

Motion to appoint the Township Manager, Judith Danko, for Township and Chief of Police, Nicole Madden, for Police Department, to serve as the Township's Agency RTK/Open Records Officers, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

Township Solicitor

Motion to appoint Flager and 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, was made by Todd Quinby and seconded by John Cole. (All in favor, 3).

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 for PW (i.e., snow removal), was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

Consideration to appoint the Township Emergency Management Coordinator

Motion to confirm reappointment of Bill Cahill as the Emergency Management Coordinator, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

Township Engineer

Motion to appoint Wynn & Associates as Township Engineer, with Curt Genner, PE, as primary engineer, and with the policy to be on call to attend meetings at the request of the Supervisors, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

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, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

Township Zoning Officer

Motion to appoint Keystone Municipal Services, LLC, as Township Zoning Officer, and Wynn Associates as assistant Zoning Officer, with Curt Genner as primary engineer to assist Zoning Officer, conferring powers and duties to administer and enforce the provisions of the Zoning Ordinance, with the policy, to be on call, to attend meetings at the request of the Supervisors, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

Flood Plain Administrator

Motion to appoint Wynn Associates as Flood Plain Administrator, with Curt Genner as primary Flood Plain Administrator, and with the policy to be on call to attend meetings at the request of the Supervisors, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

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, was made by John Cole and seconded by Eleanor Breslin. (All in favor, 3).

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, was made by John Cole and seconded by Eleanor Breslin. (All in favor, 3).

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, unless otherwise specified, was made by Todd Quinby and seconded by John Cole. (All in favor, 3).

Commercial Driver's License (COL) Administrator

Motion to reappoint Police Chief Nicole Madden, or her designee, as CDL Administrator, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

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 was made by John Cole and seconded by Eleanor Breslin. (All in favor, 3).

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

Motion to appoint MVA Tax Advisors, LLC as Board of Auditors/CPA to examine the books and perform the annual audit of Tincum Township for the 2025 fiscal year, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

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, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

Town ship 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, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

Township Depository Open Space

Motion to designate 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, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

Vacancy Board - Act 1069

Motion to appoint John Ramelli to serve as Chairperson of the Vacancy Board, pursuant to Act 1069 for a 1-year term ending 12/31/26, was made by John Cole and seconded by Eleanor Breslin. (All in favor, 3).

Mileage Reimbursement

Motion to reimburse authorized personnel for mileage at 72.5¢ per mile, or at the rate as adjusted by the IRS, for the use of personal vehicles for Township business, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

APPOINTMENT OF COMMITTEE/BOARDS/COMMISSIONS:

Township Committee Attendance Policy

Mrs. Barb Quinby, resident, asked for the motion to be clarified to say, "committee or board meetings that they are appointed to". Mr. Quinby said the only reason he would think the motion should be clarified to is to say, "for health reasons". Mr. Holbert said that the person does not have to be removed if there are valid reasons. Mr. Cole suggested to say, "may be removed" instead of "will be removed".

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 may be removed from the Committee or Board, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

Zoning Hearing Board 3-Year Term/ 3 Members & 1 Alternate (1 Vacancy)

Motion to appoint Carl Ruthhart with term expiring 12/31/28 for a 3-year term, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

Planning Commission 4-Year Term/ 7 Members (1 Vacancy)

Motion to appoint Mike Kauffman to the Planning Commission for 4-year terms expiring 12/31/29. Was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

Uniform Construction Code Appeals Board (formerly Building Code Board of Appeals) [7-Year Term/3 Members] (3 Vacancies)

Motion to appoint Travis Hutchinson, Mike Kauffman, and Jason Flax to the Uniform Construction Code Appeals Board (UCC) for 1-year terms expiring 12/31/26, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

Note: Grim Biehn & Thatcher Law Offices handle UCCAB appeal matters for the Township.

Environmental Committee [3-Year Term/ 5 Members] (5 Vacancies)

Motion to appoint Corrin Blayden for a 1-year term expiring 12/31/26, James Blayden and Cindy Meyers-Long for a 2-year term expiring 12/31/27, and Wendy Ullman and Riley Murphy for a 3-year term expiring 12/31/28, to the Environmental Advisory Committee, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

Historical Commission: 3-Year Term/7 Members (2 Vacancies)

Motion to appoint Jason Flax and Mike Kauffman for a 3-year term expiring 12/31/28, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

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

Motion to appoint Carrie Manfrino and Riley Murphy to the Bridgeton-Nockamixon -Tinicum Ground Water Management Committee for 1-year terms expiring 12/31/26, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

Land Preservation Committee [3-Year Term/ 5 Members] (5 Vacancies)

Motion to appoint Cindy Gasparre for a 1-year term expiring 12/31/26, Dan Ullman for a 2-year term expiring 12/31/27, and Luke Sorensen for a 3-year term expiring 12/31/28, to the Land Preservation Committee, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

Park and Recreation Committee/Board [3-Year Term/ 5 Members] (0 Vacancies)
There are currently no vacancies. No action was needed at this time.

AD HOC TOWNSHIP & OTHER COMMITTEES:

Ad Hoc Municipal Building Renovation Committee (3 Vacancies) (Current Members: Travis Hutchinson and Dorcy Redding)

Motion to keep the Ad Hoc Municipal Building Renovation Committee and the members in place for 2026, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

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 12/31/26, was made by Todd Quinby and seconded by John Cole. (All in favor, 3).

TOWNSHIP SUPERVISOR LIAISON APPOINTMENTS:

Municipalities have liaisons to the various committees and commissions within the township for the purpose to improve communication.

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 and the Land Preservation Commission, and Todd Quinby to serve as the liaison for the Park and Recreation Board and the Historical Commission, was made by Eleanor Breslin and seconded by John Cole. (All in favor, 3).

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, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

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

Motion to appoint member of the Board of Supervisors, Todd Quinby, to serve as a liaison to the Bridgeton-Nockamixon-Tinicum Groundwater Management Committee (BNTGMC), was made by John Cole and seconded by Eleanor Breslin. (All in favor, 3).

Liaison to St. Luke's Ambulance Services

Motion to appoint member of the Board of Supervisors, John Cole, to serve as a liaison to the Emergency Services Committee as a representative for Tinicum Township, was made by Eleanor Breslin and seconded by Todd Quinby. (All in favor, 3).

Engagement Agreement with:

Emergency Services agreement with St. Lukes EMS.
Special Counsel for Labor/Personnel matters, Lamb & McErlane and for Labor/Personnel matters, Attorney Christopher Gerber, Esq.
Special Solicitor for Zoning Hearing appeal matters for 755 River Road, Curtin & Heefner, Andrew Griffin, Esq.; and Kane, Pugh, Law Firm.
Ms. Danko added that Kane, Pugh are insurance counsel.

Zoning Hearing Board Law Firm:

Zoning Hearing Board advised the BOS that they would like to continue with their current Solicitors with Grim Biehn & Thatcher Law Offices for the 2026 calendar year at \$200.00/hr.

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 7:40 PM, was made by John Cole and seconded by Todd Quinby. (All in favor, 3).

The first Business Meeting of the Board of Supervisors will take place immediately following the Organizational Meeting/or 1/5/2026.

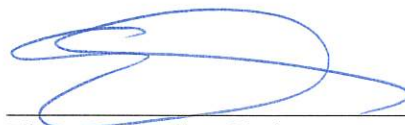
DATE: 2/3/2026

ATTEST TO:

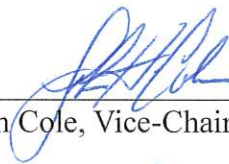


Judith Danko, Township Manager/Secretary

TINICUM TOWNSHIP BOARD OF SUPERVISORS



Eleanor Breslin, Chairperson



John Cole, Vice-Chairperson



Todd Quinby, Member