

A. **OPENING**

1. **CALL TO ORDER:** The meeting of the Richland Township Board of Supervisor's was called to order on Monday, September 8, 2025, at 7:00 p.m. with Chris Vanelli, Vice-Chair presiding.
2. **ROLL CALL: Present:** Chris Vanelli, Vice-Chair; Kathie Doyle, Member; Leslie Huhn, Township Manager; Rich Ficco, Police Chief; Linc Treadwell, Township Solicitor; Mike Schwartz, Township Engineer; and Vicki Schuller, Administrative Assistant.  
**Absent:** Tim Arnold, Chairperson
3. **PLEDGE OF ALLEGIANCE**

B. **ANNOUNCEMENTS** – None

C. **PRESENTATIONS**

1. **Introduction, Hiring, and Swearing-In of New Police Officers – Ryan Roche and Joseph Heller**

Motion to approve the hiring of Police Officers Ryan Roche and Joseph Heller.

**MOTION BY:** Kathie Doyle

**SECOND BY:** Chris Vanelli

**MOTION CARRIED**

Motion to temporarily recess the meeting.

**MOTION BY:** Chris Vanelli

**SECOND BY:** Kathie Doyle

**MOTION CARRIED**

Motion to reconvene the meeting.

**MOTION BY:** Chris Vanelli

**SECOND BY:** Kathie Doyle

**MOTION CARRIED**

D. **PUBLIC HEARINGS** – None

E. **PUBLIC COMMENT**

**Rebecca Merola – 1165 Presidential Drive**

Ms. Merola is here tonight asking for the addition of a crosswalk to be added to the intersection of Ronald Reagan and Fairview Avenue in front of Richland Elementary. Currently the way the traffic flows, where the sidewalks are and how the kids cross, most of the kids are crossing at a spot that does not have a crosswalk, and the sidewalk also doesn't have a handicap ramp. Where the crosswalks are along Ronald Reagan, there are no stop signs at any of those places and the crosswalks come out between where cars are parked often and where the parents are driving in and out of the pickup lane. I believe where they are crossing is a safer spot, there is just no crosswalk at that point. She called Jim Benner, and he recommended she bring it to the Supervisors meeting because it would be the crosswalk and sidewalk that would need to be ADA compliant. That is also where the walker door is to Richland Elementary so anyone who walks to Richland Elementary go in and out of that door. Where they are funneling the traffic is where there is no crosswalk. Leslie Huhn said this will be discussed at an upcoming Staff meeting.

F. **ZONING HEARING BOARD APPLICATIONS** - None

**G. DEVELOPER MATTERS**

**1. Lynn Builders – Gingrich Minor Subdivision – 450 Raub Road, TMP No. 36-029-048**

The subject property is located at 450 Raub Road, Tax Map Parcel No. 36-029-048 and lies within the Rural Agricultural (RA) Zoning District. The project proposes a (B1A Single-Family Detached Exemption Use). The proposal is to subdivide an existing 9.491-acre property into two separate lots. Lot 1 is proposing to be 5.551 acres and lot 2 is proposed to be 3.940 acres. Lot 1 will encompass all the exiting features including the existing dwelling and all associated improvements (garage, shed, walkway, driveway, etc). Lot 2 proposes a new dwelling with associated driveway and walkway improvements. Both lots will have on lot water and sanitary.

Drew Moyer – Mease Engineering – said the plan before you tonight is Gingrich Minor Subdivision. It is located on the southside of Raub Road near the intersection of Union Road and Raub Road. The current property is roughly 9½ acres. The zoning district is RA (rural agricultural). The minimum lot size for that district is 2 acres. Lot 1 contains all of the existing improvements that are on the site. The size of that after subdivision will be roughly 5½ acres. Lot 2 will contain all of the proposed features, all of the proposed improvements and will be roughly 3.9 acres after subdivision. This plan was heard at your Planning Commission meeting on August 19, 2025, and they recommended final approval.

Motion to approve the following waivers from the subdivision and land development ordinance as noted in a letter from Mease Engineering, dated June 13, 2025.

1. Section 22-506(1) 22-515(2) & 22-518(1) - A waiver is requested from cartway widening and installing curbs and sidewalks.
2. Section 22-512(1)(C) - A waiver is requested from a review by the Bucks County Conservation District. An individual erosion and sedimentation control plan will be completed at the time of lot development for Lot 2.
3. Section 22-704.C(2) - A waiver is requested from showing all existing features within 400 feet of the property.

**MOTION BY:** Kathie Doyle

**SECOND BY:** Chris Vanelli

**MOTION CARRIED**

Motion to approve the Minor Subdivision Final Plan subject to the following:

1. Compliance with the Gilmore & Associates review letter dated July 30, 2025.
2. Compliance with the Bucks County Planning Commission Memorandum dated July 22, 2025.
3. Compliance with all Zoning and Subdivision and Land Development Ordinance requirements.
4. Receipts of all permits and approvals from all municipal and governmental agencies having jurisdiction over such matters.
5. The plans will not be recorded until all outside agency approvals have been met/completed.

**MOTION BY:** Kathie Doyle

**SECOND BY:** Chris Vanelli

**MOTION CARRIED**

**H. BOARD & STAFF APPOINTMENTS – None**

**I. TOWNSHIP BUSINESS – NEW**

**1. Approval of Board of Supervisors Meeting Minutes**

Motion to approve August 11, 2025, Board of Supervisors Meeting Minutes.

**MOTION BY:** Kathie Doyle

**SECOND BY:** Chris Vanelli

**MOTION CARRIED**

**2. Financial Business – Approve payment of Bills**

Motion to approve payment of August 2025 bills.

**MOTION BY:** Kathie Doyle

**SECOND BY:** Chris Vanelli

**MOTION CARRIED**

**3. Approval of New 4-Year Contract Between Richland Township and the Richland Township Police Association**

The Township and the Police Association have negotiated a new 4-year contract.

Motion to approve the contract between Richland Township and the Richland Township Police Association.

**MOTION BY:** Chris Vanelli

**SECOND BY:** Kathie Doyle

**MOTION CARRIED**

**4. Approval of 2026 Minimum Municipal Obligation (MMO) for the Uniformed and Non-Uniformed Pension Plans**

Act 205 requires the Township Manager as the CAO for the Township pension plans to annually determine the Minimum Municipal Obligation (MMO) for the Township for the coming year. The 2026 MMO's for the three plans (Defined Benefit - Police; Defined Benefit - Non-Uniform; and Defined Contribution/Cash Balance (CB) - Non-Uniform) are being presented to the Board for approval.

Motion to approve the Minimum Municipal Pension Obligation to be funded in the 2026 budget in the amount of \$499,891.00.

**MOTION BY:** Kathie Doyle

**SECOND BY:** Chris Vanelli

**MOTION CARRIED**

**5. Award of 2025-2026 Salt Bid Through the Bucks County Consortium**

Motion to award the 2025-2026 salt contract to Morton Salt, Inc. at \$61.86/ton.

**MOTION BY:** Kathie Doyle

**SECOND BY:** Chris Vanelli

**MOTION CARRIED**

6. **Request to RFP for Annual Township Auditing Firm**

The Township engages an outside auditing firm to conduct the annual audit as required. We have prepared an RFP to send out to various auditing firms to obtain proposals which will then be brought back to the Board for approval.

Motion to authorize advertising an RFP for the Township's annual financial audit.

**MOTION BY:** Kathie Doyle

**SECOND BY:** Chris Vanelli

**MOTION CARRIED**

J. **TOWNSHIP BUSINESS ITEMS – OLD** – None

K. **BOARD & STAFF REPORTS**

1. **SUPERVISORS**

Chris Vanelli – said Community Day was a success. Thank you.

2. **TOWNSHIP MANAGER**

Leslie Huhn – Brief update on the amendment to looking at the gun ordinance which was a direction from the board. We are working with Chief and looking at other municipalities regulations. We are hoping to have something drafted to bring back to you shortly.

3. **ENGINEER** – None

4. **SOLICITOR** – None

5. **POLICE CHIEF** – None

L. **PUBLIC COMMENT** – None

M. **ADJOURNMENT**

Motion to adjourn at 7:31 p.m.

**MOTION BY:** Kathie Doyle

**SECOND BY:** Chris Vanelli

**MOTION CARRIED**