A. OPENING

1. CALL TO ORDER: The meeting of the Richland Township Board of Supervisor's was called to order on Monday, September 14, 2026, at 7:00 p.m. with Chris Vanelli, Chairperson presiding.

2. ROLL CALL: Present: Chris Vanelli, Chairperson; Kathie Doyle, Vice-Chair; Mason Smith, Member; Rich Ficco, Police Chief; Linc Treadwell, Township Solicitor; Mike Schwartz, Township Engineer; and Vicki Schuller, Administrative Assistant.
Absent: Tim Arnold, Township Manager

3. PLEDGE OF ALLEGIANCE

B. ANNOUNCEMENTS

C. PUBLIC COMMENT – Agenda Items Only

D. ZONING HEARING BOARD APPLICATIONS

Ujaval Darji - 519 Richlandtown Pike - There is an existing 2,688-square-foot building. The first floor was previously used as a financial establishment (Penn Community Bank), while the second floor contains three apartments that will remain.

The applicant is requesting a special exception to change from one nonconforming use to another. The existing financial establishment is no longer in operation, and the applicant is proposing to use the first floor as an E1 Retail Shop – Cigar Lounge.

There is an existing 2,688SF building. The first floor of the building was previously used as an E4 Financial Establishment (Penn Community Bank). The second floor of the building has three apartments which will remain. The applicant is seeking a special exception from 27-809.1. To change from one nonconforming use to another nonconforming use. The existing E4 Use is no longer in use. The applicant is proposing an E1 Retail Shop Use - Cigar Lounge.

The ZHB application was submitted administratively complete on August 12, 2026. The sixty (60) day MPC timeframe to hold the Zoning Hearing Board meeting is valid to October 10, 2026. The Zoning Hearing Board meeting is scheduled for Thursday, September 24, 2026.

The board chose to take no action on this matter.

MOTION BY: Mason Smith
SECOND BY: Kathie Doyle
MOTION CARRIED

E. DEVELOPER MATTERS

F. TOWNSHIP BUSINESS

1. Approve Board of Supervisors Meeting Minutes
Motion to approve August 10, 2026, Board of Supervisors Meeting Minutes.

MOTION BY: Kathie Doyle
SECOND BY: Mason Smith
MOTION CARRIED

2. Financial Business – Approve payment of Bills
Motion to approve payment of the August 2026 bills.

MOTION BY: Mason Smith
SECOND BY: Kathie Doyle
MOTION CARRIED

3. **Discussion and possible vote regarding the use of Township Open Space funds to assist Heritage Conservancy with the acquisition of a 16.4-acre parcel located off South Old Bethlehem Pike.**
Heritage Conservancy is in the process of purchasing a 16.4-acre parcel in Richland Township that is adjacent to its 43.5-acre Khindri Preserve, located off South Old Bethlehem Pike.
Matt Babbitt from Heritage Conservancy is here tonight to provide the Board with an update on the ongoing acquisition process and to inquire about the Board's willingness to contribute open space funding to assist with the acquisition of this property.

Motion to contribute (dollar amount) from the Open Space Fund to assist the Heritage Conservancy with the purchase of TMP #36-038-046

4. **Award of 2026-2027 Salt Bid Through the Bucks County Consortium**
Upon review of the 2026-2027 Bucks County Consortium Salt Bid, the lowest bid is from Riverside Construction at $75.00 per ton, delivered. This is an increase of $13.14 per ton from last year's delivered price.

Motion to direct the Township Manager to sign the 2026-2027 Salt Contract with Riverside Construction at $75.00/ton.

MOTION BY: Mason Smith
SECOND BY: Kathie Doyle
MOTION CARRIED

5. **Recycling Agreement Authorizing Hough Associates to Prepare PA DEP 904 Recycling Grant Application**
This authorization allows Hough Associates to prepare the Township's application for PA DEP recycling grant funding.

Motion to direct the Township Manager to sign the agreement with Hough Associates to Collect Residential and Commercial Recycling Data and Prepare the PA DEP 904 Recycling Grant Application for Richland Township.

MOTION BY: Kathie Doyle
SECOND BY: Mason Smith
MOTION CARRIED

6. **Rail Trail 5k/10k Benefit Run for Richland Township Fire & Rescue**
A request has been made to use the Upper Bucks Rail Trail on Saturday, September 26, 2026, from 8:00 a.m. to 12:00 p.m. for a 5K/10K run benefiting Richland Township Fire & Rescue. A copy of the route map and a certificate of insurance has been submitted.

Motion to approve the use of the Upper Bucks Rail Trail on Saturday, September 26, 2026, from 8:00 a.m. to 12:00 p.m. for a 5k/10k run to benefit Richland Township Fire & Rescue.

MOTION BY: Mason Smith
SECOND BY: Kathie Doyle
MOTION CARRIED

7. **Top A Court, LLC - Request for Payment No. 3**
Top A Court, LLC Application for Payment No. 3 for Richland Township Pickleball Court Improvements. Gilmore & Associates recommend payment to Top A Court, LLC. in the amount of $138,894.71.

Motion to approve payment number 3 to Top A Court, LLC in the amount of $138,894.71.

MOTION BY: Kathie Doyle
SECOND BY: Mason Smith
MOTION CARRIED

8. 2026 Bucks County Household Hazardous Waste Collection Program

In 2016, all Bucks County municipalities agreed to participate in the County's household hazardous waste program.

The County has now provided a new agreement covering 2026 through 2030.

Motion to direct the Township Manager to sign the 2026-2030 Regional Household-Hazardous Collection Program Commitment Form.

MOTION BY: Mason Smith
SECOND BY: Kathie Doyle
MOTION CARRIED

9. Approval of 2027 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 2027 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 2027 budget in the amount of $479,443.00.

MOTION BY: Kathie Doyle
SECOND BY: Mason Smith
MOTION CARRIED

10. Approval of the Sale of the 2015 Ford Interceptor

At the last meeting, the Board authorized the sale of a 2015 Ford Interceptor through Municibid. The vehicle was sold to the highest bidder for $3,878.00.

MOTION BY: Mason Smith
SECOND BY: Kathie Doyle
MOTION CARRIED

11. Resolution No. 2026-23 approving an Intermunicipal Agreement with Haycock

The agreement formalizes the shared use of the Hot Box jointly purchased by Richland and Haycock Townships. Haycock will transfer ownership to Richland, which will house and maintain the equipment. Both municipalities will continue sharing its use and split maintenance and repair costs equally. The agreement also establishes responsibilities for insurance, liability, damage, and future disposal of the equipment.

Motion to adopt Resolution No. 2026-23, approving an Intergovernmental Cooperation Agreement with Haycock Township for the sharing of costs, expenses and the use of public works equipment, including a hot box.

MOTION BY: Kathie Doyle
SECOND BY: Mason Smith
MOTION CARRIED

12. MRP Industrial – Heller Road & East Pumping Station – TMP #36-029-001 Financial Security Release Request #4(Final)

MRP Industrial has requested a security release. Gilmore and Associates has conducted an inspection and is recommending release #4 (Final) in the amount of $380,250.33.

Motion to approve a release of funds in the amount of $380,250.33, for improvements completed to date, subject to any outstanding invoices owed to the Township being paid in full.

MOTION BY: Mason Smith
SECOND BY: Kathie Doyle
MOTION CARRIED

13. Richland Township Fire & Rescue Purchase of a 2025 FOUTS 3000-Gallon Tanker

Richland Township Fire & Rescue is in the process of purchasing a 3,000-gallon tanker truck and is seeking a tax-exempt bridge loan in the amount of $576,953. As part of the loan requirements, the Municipality must sign a document approving the loan.

Motion for the Chairman to sign the document approving Richland Township Fire & Rescue's purchase of a 2025 Fouts 3,000-gallon tanker in the amount of $576,953.
This motion is contingent upon Richland Township, having no financial obligation or liability for the purchase or financing of the tanker.

MOTION BY: Kathie Doyle
SECOND BY: Mason Smith
MOTION CARRIED

14. Northfield Business Campus Lot 6 Holding Tank Agreement

The applicant is proposing to construct an 80,500 SF Warehouse Building on Lot 6 & 7 of the Northfield Business Campus. They are requesting permission to install a holding tank until public sewer is available.

Motion to direct Township Solicitor to prepare a holding tank agreement for Lot 6 in the Northfield Business Campus.

MOTION BY: Kathie Doyle
SECOND BY: Mason Smith
MOTION CARRIED

G. BOARD & STAFF APPOINTMENTS

1. Acceptance of Resignation from a Planning Commission Member

We received an email from Cornell Hopkins on August 19, 2026 resigning from the Planning Commission.

Motion to accept the resignation of Cornell Hopkins from the Richland Township Planning Commission, Seat D.

MOTION BY: Mason Smith
SECOND BY: Kathie Doyle
MOTION CARRIED

2. Planning Commission Vacancy Appointment

Chairman Vanelli has received interest from Richland Township resident Lauren Beal to fill the vacant Planning Commission seat.

He asked the Township Manager forward his recommendation to Supervisor Doyle and Supervisor Smith.

"In alignment with my current goal to bring new insights and fresh perspectives into our Township Offices and Committees, I'd like to propose nominating Lauren Beal to the open Planning Commission seat.

Lauren is a lifelong resident of Richland Township (1151 Pilgrim Lane in Sweetbriar) and a practicing attorney. She is relatively new to municipal government but is eager to learn and become more active.

I've known her since she was a kid and am confident that her intelligence and goals for the community and development are fully aligned with what we've worked so hard to establish in Richland.

She graduated from Marist University with a BS in Political Science and a minor in Criminal Justice. She currently works at ARM Lawyers."

Motion to appoint Lauren Beal to the Richland Township Planning Commission, Seat D.

MOTION BY: Kathie Doyle
SECOND BY: Mason Smith
MOTION CARRIED

H. BOARD & STAFF REPORTS

1. **SUPERVISORS**
2. **TOWNSHIP MANAGER**
3. **ENGINEER**
4. **SOLICITOR**
5. **POLICE CHIEF**

I. PUBLIC COMMENT – Non-Agenda Items Only

J. ADJOURNMENT

MOTION BY: Kathie Doyle
SECOND BY: Mason Smith
MOTION CARRIED