

MIDDLETOWN TOWNSHIP
DELAWARE COUNTY, PENNSYLVANIA
JANUARY 5, 2026

Minutes of the Reorganization Meeting of Township Council held on Monday, January 5, 2026, at 8:00 P.M. in the Township Building located at 27 N. Pennell Road.

Present: Leslie Campo, Carissa Ciuca, Steve D'Agostino, Bibianna Dussling, Garrett Fails, Susan Powell, Christopher Stump, John McMullan, Mark D. Damico, Esq., Chief Bill Rigby, Vince Visoskas

Ms. Dussling reported that prior to the meeting, Council met in Executive Session to discuss the Reorganization meeting and personnel matters.

1. OPENING: Pledge of Allegiance to the Flag.
Chairwoman Bibianna Dussling opened the Reorganization Meeting and led in the recitation of the Pledge of Allegiance to the Flag.
2. OATH OF OFFICE: Judge Jennifer DiPillo
 - A. Steve D'Agostino, At-Large
 - B. Garrett Fails, Second District
 - C. Leslie Campo, Fourth District

Judge DiPillo administered the Oath of Office to the newly elected Council members.

3. ELECTION OF COUNCIL CHAIR AND VICE CHAIR:
 - A. Motion to appoint Chairman of Township Council.
Ms. Dussling made a motion to elect Mr. Christopher Stump Chairman of the Township Council of Middletown Township for the year ending January 4, 2027. Ms. Campo seconded the motion. The motion carried with a vote of 7-0.
 - B. Motion to appoint Vice Chair:
Ms. Dussling made a motion to elect Ms. Carissa Ciuca Vice Chairperson of the Township of Middletown for the year ending January 4, 2027. Mr. Stump seconded the motion. The motion carried with a vote of 7-0.
4. CONSENT ITEMS/APPOINTMENT OF TOWNSHIP COMMITTEES, BOARDS, CITIZEN POSITIONS
 - A. Appointment of Township Solicitor
Ms. Dussling made a motion to appoint Mark D. Damico/Petrikina, Wellman, Damico, Brown, and Petrosa Township Solicitor for the quarter ending March 31, 2026. He shall be compensated by such fees as are earned in the operation of this office at a monthly retainer of \$1,000 and an additional hourly rate of \$175 for other legal services. Ms. Ciuca seconded the motion. The motion carried with a vote of 7-0.
 - B. Appointment of Township Conflict Solicitor/Planning Commission Solicitor
Ms. Powell made a motion to appoint Lamb McErlane, Attorneys at Law, Conflict and Planning Commission Solicitor for the year ending January 4, 2027. They shall be

compensated by such fees as they are earned in operation of this office at an hourly rate of \$175 for legal services. Mr. Fails seconded the motion. The motion carried with a vote of 7-0.

C. Appointment of Township Engineer

Ms. Powell made a motion to appoint Eric Janetka of Kelly Engineers & Surveyors for the year ending January 4, 2027. Ms. Ciuca seconded the motion. The motion carried with a vote of 7-0.

D. Appointment of Traffic Engineer

Ms. Powell made a motion to appoint Andy Parker of McCormick Taylor, Traffic and Conflict Engineer, for the year ending January 4, 2027. Ms. Campo seconded the motion. The motion carried with a vote of 7-0.

E. Appointment of Special Police Officer for Dog Law Enforcement

Ms. Powell made a motion to appoint Brandywine Valley SPCA, Special Police Officer for Dog Law Enforcement for a one-year term expiring January 4, 2027. Mr. D'Agostino seconded the motion. The motion carried with a vote of 7-0.

F. Establishment of Council Meeting Dates for 2026.

Mr. Fails made a motion to establish regular public meetings according to the scheduled dates below. All meetings will be held at 7:00 PM in the Township Building unless otherwise advertised: January 7, January 21, February 4, February 18, March 4, March 18, April 1, April 15, May 6, May 20, June 3, June 17, July 1, July 15, August 5, August 19, September 2, September 16, October 7, October 21, November 4, November 18, December 2, and Reorganization Meeting, Monday, January 4, 2027, at 8:00 PM. Special meetings may be held as provided for in the Home Rule Charter and Administrative Code. Mr. D'Agostino seconded the motion. The motion carried with a vote of 7-0.

G. Board and Committee Appointments

1) Planning Commission

Mr. D'Agostino made a motion to appoint Doug Gramo and Doug Kushnerick to the Planning Commission for a four-year term expiring January 7, 2030. Ms. Powell seconded the motion. The motion carried with a vote of 7-0.

2) Zoning Hearing Board

Mr. D'Agostino made a motion to appoint Joseph Ward as a member of the Zoning Hearing Board for a five-year term expiring January 6, 2031. Ms. Dussling seconded the motion. The motion carried with a vote of 7-0.

Mr. D'Agostino made a motion to appoint David Bialek PharmD, R.Ph, as a member of the Zoning Hearing Board to fill a term expiring January 3, 2028. Ms. Campo seconded the motion. The motion carried with a vote of 7-0.

3) Parks and Recreation Committee

Mr. Stump made a motion to appoint Sharon Browne, Beth Devine, Jonathan Pitts, and Nancy Wooding as members of the Middletown Township Parks and Recreation

Committee for a one-year term expiring January 4, 2027. Ms. Dussling seconded the motion. The motion carried with a vote of 7-0.

4) Senior Citizen Committee (Exploratory Committee)

Mr. Stump made a motion to appoint and establish a Senior Citizen Advisory Committee through May 1, 2026. The members will be Claire Dente and Bertie Boner. The term will expire May 1, 2026. Ms. Dussling seconded the motion. The motion carried with a vote of 6-0. Ms. Campo recused herself from the vote.

5) Sewer Authority

Mr. Stump made a motion to appoint John Grose to serve on the Middletown Township Sewer Authority for a five-year term ending January 6, 2031. Ms. Powell seconded the motion. The motion carried with a vote of 7-0.

6) Environmental Advisory Committee

Mr. Stump made a motion to appoint John Kolicus to the Environmental Advisory Committee for a 3-year term expiring January 2, 2029. Ms. Ciuca seconded the motion. The motion carried with a vote of 7-0.

7) Township Representatives to the Library Board

Mr. Stump made a motion to appoint Parag Dalal and Don Melnick Township representatives to the Library Board for a one-year term expiring January 4, 2027. Ms. Campo seconded the motion. The motion carried with a vote of 7-0.

H. Appointment of Township Zoning Officers

Ms. Ciuca made a motion to appoint the Township Manager and Director of Planning & Development Zoning Officers for a one-year term expiring January 4, 2027. Ms. Powell seconded the motion. The motion carried with a vote of 7-0.

I. Appointment of Fire Police

Ms. Ciuca made a motion to appoint the following as Fire Police of Middletown Township for a one-year term expiring January 4, 2027.

Rocky Run Fire Company: William Zak, Captain; Verdant Tiwari, Matthew Biffen, and Joe Veloric

Middletown Fire Company #1: Wayne LaDue, Captain; David Biordi, David Evans, Phoan Trexler, Tim Burbage, Ben DeHaven, and Robert Linder

Mr. Stump seconded the motion. The motion carried with a vote of 7-0.

J. Establish Bonding Level for Township Treasurer

Ms. Campo made a motion that the Township Treasurer be bonded in the amount of \$2,000,000 and that the premium thereon be paid by the Township, subject to the approval of the Board of Auditors. Mr. Fails seconded the motion. The motion carried with a vote of 7-0.

K. Retention of Safe Deposit Box

Ms. Campo made a motion for the Township to retain safe deposit box #118 at Fulton Bank (Media Branch) for the purpose of safeguarding various Township documents. Mr.

D'Agostino seconded the motion. The motion carried with a vote of 7-0.

L. Designation of Bank Depositories

Ms. Campo made a motion the following depositories are authorized to be used for the year 2026; the Finance Director and Manager will be required and are hereby authorized to sign checks and to make withdrawals from these accounts. The Director of Planning and Development is authorized as an alternate signer to the Township Manager.

Council reserves the right to use additional depositories during the calendar year 2026 upon passage of a supplementary resolution adding such banks as depositories. Mr. D'Agostino seconded the motion. The motion carried with a vote of 7-0.

PA LOCAL GOVERNMENT INVESTMENT TRUST FUND (PLGIT)

Capital Reserve Account, General Fund Account, Operational Reserve Account Debt Service Account, State Aid Account TRID Bond Account, Fire Apparatus Account, Sewer Revenue Account

BANK OF NEW YORK

Debt Repayment Sinking Fund – 2020 Bond Issue
Debt Repayment Sinking Fund - 2019 Bond Issue
Debt Repayment Sinking Fund - 2019A Bond Issue

FULTON BANK

Depository Account Sewer Revenue Account General Fund Account

UNIVEST BANKING

Depository Account, Escrow Account, Payroll Account, General Fund Account, Capital Reserve Account, State Aid Account

M. Establishing Organizational Chart for 2026

Mr. McMullan read aloud the following positions. Consideration for approval of:

HR/Office Administrator - 1
Accounts Coordinator 1/Accounts Receivable - 1
Accounts Payable/Payroll Specialist – 1
Director of Finance - 1
Director of Planning and Development - 1
Director of Public Safety and Fire Chief - 1
Director of Parks and Recreation – 1
Receptionist/Office Assistant - 1
Recreation Assistant Facilities/Permit Coordinator RCC - 1
Permit Coordinator for Planning & Development - 1
Public Works Foreman - 1
Public Works Assistant Foreman - 1
Public Works Crew Leader - 1
Public Works Laborer I - 2
Public Works Laborer II - 4
Township Manager - 1

Township Council Members - 7
Zoning Hearing Board Members - 5
Assistant Fire Marshal - 1
Public Safety Inspectors (Part-time) - 5
Parking Enforcement Officer (Part-time) - 2
Personnel/Administrative Support (Part-time) - 1
Seasonal Help/Public Works (Part-time) - 2
Seasonal Help Parks and Recreation (As needed) - 10
Adult Sports Leaders Parks and Recreation - 2
Facilities Assistant (Part-time) at Roosevelt Community Center - 2

Ms. Dussling made a motion to approve the Organizational Chart for 2026. Ms. Powell seconded the motion. The motion carried with a vote of 7-0.

Mr. Stump adjourned the meeting at 8:25 p.m.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Sharon Browne". The signature is written in a cursive, flowing style.

Sharon Browne