

MIDDLETOWN TOWNSHIP  
DELAWARE COUNTY, PENNSYLVANIA  
JANUARY 24, 2024

Minutes of the Regular Meeting of Township Council held on January 24, 2024, at 7:00 p.m. in the Township Building located at 27 N. Pennell Road.

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Present: David Bialek, PharmD, R.Ph, Carissa Ciuca, Jackie Donnelly, Bibianna Dussling, Susan Powell, Walter "Bok" Read, Christopher Stump, Mark Damico, Esq., John McMullan, Eric Janetka, Vince Visoskas.

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1. OPENING: PLEDGE OF ALLEGIANCE TO THE FLAG

Ms. Dussling called the meeting to order and led in the recitation of the Pledge of Allegiance to the Flag.

2. APPROVAL OF MINUTES

A) Draft Township Council Minutes: November 13, 2023.

Ms. Donnelly made a motion to approve the minutes. Mr. Stump seconded the motion. The motion carried with a vote of 7-0.

3. PUBLIC COMMENTS

Mr. Brian Neckermann, 129 Glen Riddle Road, asked if Council had any information regarding the road closure for bridge repairs. Mr. McMullan stated he emailed the project manager from PennDOT last week who responded back. They are anticipating a March 1, 2024, start date, weather depending. He asked for a timeline, and the manager stated November 2024. Mr. McMullan asked for clarification but has not heard back from PennDOT. He stated he will be rolling out information to the public starting this Friday. Mr. Neckermann asked if PennDOT is coordinating with the school district. Mr. McMullan stated when he met with PennDOT a year ago, they discussed coordination with the school district, the 911 Center, and first responders.

4. REPORTS

A. CHAIRMAN: NONE

B. COMMITTEE: NONE

C. MANAGER:

Mr. McMullan announced meetings going forward will be the first and third Wednesday of each month. The second and fourth occurred only in January because the Reorganization Meeting was on Tuesday, it did not allow enough time to properly advertise the meeting for 2024.

1) Update: SEPTA - Middletown Township, Aston Township, Chester Heights Borough. Mr. McMullan stated he had a very positive conversation with SEPTA last week and the Township is supposed to realize the funds from the third-party private donor towards the end of this week. He reached out to re-engage the engineer and once he hears back this will put in motion the re-engaging of the inter municipal agreement

between Middletown Township, Chester Heights Borough, and Aston Township. He hopes in two weeks they will be able to sign an agreement and look at some start dates.

2) Update: Middletown Free Library Director - Derek Lloyd

Mr. Derek Lloyd, Library Director, congratulated the new members of Council and stated he has been the director for nearly two years. He gives a quarterly report to Council. He stated the Library publishes their magazine once a year highlighting all the things the Library is doing as well as listing donors. The publication highlights different Librarians, this year the highlight is Mr. Jason, Childrens Librarian, as well as Mr. Dave Irving who has long been a supporter of the Library and has been instrumental in making the Middletown Library what it is today.

This year the pamphlet includes a coloring page which will be showcased at the Library. Mr. Lloyd stated the Library has lots of volunteers who contribute to this publication. He stated the pamphlet includes statistics from 2022 and he has preliminary numbers for 2023. Circulation in the Library was approximately 61,000 and this past year it was at 66,000, over a 7% increase. The Library does a great job of maintaining the collection and keeping it up to date. They have added things to the collections such as tools, board games, and musical instruments. Additionally, they had 62,000 visits to the Library.

The Community Center is being used a lot for various activities as well as checking out books and other materials. Looking ahead to 2024, there are some challenges. As the building gets used more, they have to manage the staff better. They do not have increased hours so must find efficient ways for them to do their jobs and find the best times to be at the Library. The playground will be coming up this year and this presents a new challenge such as increased walk-in traffic. He stated this will be a learning experience. Ms. Dussling stated it will probably increase restroom usage. Mr. Lloyd stated luckily there are five bathrooms which will be more used.

One thing Mr. Lloyd is excited about is the increase in volunteerism. The Library has lots of people who help out. Every Wednesday is teen volunteer night. They engage high school students who come out to help with any tasks necessary. There is a college student who will come twice a week to help with technology and also will help in the maker's space. They also have an intern who will help with marketing. This year they will publish their first children's book titled "Mr. Jason is on Vacation." The book is written by Mr. Janson and himself and illustrated by a volunteer. This will be used as a fundraiser with different incentives. The book was inspired by him filling in for Mr. Jason at story time. He stated there was a four-year-old who attended with his mom who when told Mr. Jason was on vacation walked out. The book tells the story of when each Librarian tries to take Mr. Jason's place. He stated every staff member was excited to have their page in the book. Ms. Dussling stated Mr. Jason has a large fan base so if only a portion purchases the book it will be very successful.

D. ENGINEER: NONE

5. PUBLIC HEARING: N/A

6. OLD BUSINESS: N/A

7. COUNCIL WORKSHOP ITEMS: N/A

8. ITEMS FOR APPROVAL:

A. Consideration for Adoption: Ordinance 860, amending Chapter 210, Subdivision and Land Development Ordinance, by creating a new section 210-7(B)4 and amending sections 210-8B(3) and 210-9A(3).

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Mr. McMullan stated this was reviewed by Council on January 10, 2024, and approved for introduction. The ordinance has been properly advertised. This was primarily amended to realign the timeline for Land Development applications receiving approval from Council with the change in the meeting dates for Council. They also sorted out who prefers electronic filing as opposed to paper copies. There have been no changes or comments from the public during the advertising period.

Ms. Powell made a motion to adopt Ordinance 860. Ms. Donnelly seconded the motion. The motion carried with a vote of 7-0.

B. Consideration for Approval: Resolution 2024-02, Volunteer Firefighter Incentive Program.

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Mr. McMullan stated the resolution was reviewed by Council on January 10, 2024, and also presented to Council by Chief Rigby. This increases the volunteer allotment to \$80,000. The only difference this year is the request for \$4,000 incentive funds up front to each fire company. The companies have established guidelines that Chief Rigby has read and approved. Both fire companies are required to submit a memo of approved purchases prior to the Township allocating the \$4,000 for the incentive program.

Mr. Bialek made a motion to approve Resolution 2024-02. Mr. Stump seconded the motion. The motion carried with a vote of 7-0.

C. Consideration for Approval: Resolution 2024-03, Disposition of Records Pursuant to the State Municipal Records Manual.

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Mr. McMullan stated the resolution was introduced at the workshop meeting on January 10, 2024, with no changes to the resolution. From time to time the Municipal Records Manual permits municipalities to dispose of records that no longer have a purpose. The only clarification is the tax certifications are not backed up electronically because there is no requirement to retain these records electronically.

Mr. Stump made a motion to approve Resolution 2024-03. Mr. Read seconded the motion. The motion carried with a vote of 7-0.

D. Approval of January 24, 2024 Bill List.

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Ms. Dussling read the Bill List aloud.

**GENERAL FUND**

United Inspections Agency	Electrical Inspections	\$ 5,666.00
Kelly Engineers & Surveyors	Professional Services	\$ 10,967.25
Keystone Municipal Services	Monthly Building Inspections	\$ 18,375.00
Opdenaker, Inc.	December Recycling	\$ 49,355.32
Travelers	Liability Insurance	\$ 27,622.75
	<b>General Fund Total</b>	<b>\$ 111,986.32</b>

**CAPITAL RESERVE**

Bank of New York	Interest on GOB 2019	\$ 59,585.00
Fire Line Equipment	Vehicle Repairs/Tower 46	\$ 19,013.49
Go2 Tech	Deposit - Security Updates	\$ 16,700.00
Kelly Engineers & Surveyors	Roosevelt School Design	\$ 7,581.02
Rendin Alarm	Fire Alarm Up Grades	\$ 6,320.00
Wood Masters	Roosevelt CC sign	\$ 5,985.00
	<b>Capital Reserve Total</b>	<b>\$ 115,184.51</b>

Ms. Powell made a motion to approve the bill list. Mr. Read seconded the motion. The motion carried with a vote of 7-0.

Ms. Dussling adjourned the meeting at 7:25pm.

Respectfully Submitted,



Sharon Browne