

MIDDLETOWN TOWNSHIP  
DELAWARE COUNTY, PENNSYLVANIA  
NOVEMBER 19, 2025

Minutes of the Regular Meeting of Township Council held on November 19, 2025, at 7:00 p.m. in the Township Building located at 27 N. Pennell Road.

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Present: David Bialek PharmD, RPh, Carissa Ciuca, Jackie Donnelly, Susan Powell, Walter "Bok" Read, Christopher Stump, John McMullan, Mark D. Damico, Esq., Erik Janetka, Kelly Engineers, Vince Visoskas, Chief Bill Rigby.

Excused: Bibianna Dussling

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1. OPENING: PLEDGE OF ALLEGIANCE TO THE FLAG

Vice Chair Ms. Powell called the meeting to order at 7 p.m. and led in the recitation of the Pledge of Allegiance to the Flag.

2. APPROVAL OF MINUTES:

3. PUBLIC COMMENTS:

Ms. Lori Reynolds, 181 Hunting Hills Lane, stated at Thursday night's meeting of the school board they discussed the preliminary analysis of the traffic study. An operational deficiency was identified at Rt. 352 and Rose Tree Road, and the school district intends to undertake PennDOT's plan for a road realignment project at a preliminary estimated cost of two million dollars. The school district's engineer acknowledged the mitigation is complex because a traffic problem exists before the proposed K-1 impact. Ms. Reynolds requested the traffic analysis period be extended to 8:00 am to 9:15 am and 3:00 pm to 4:15 pm to include both the am and pm rush hours. The rush hour data is significant for the cost effectiveness of the mitigation. She stated if you are traveling on Rose Tree Road and want to get onto Rt. 352, it is gridlocked. The mitigation doesn't change the traffic; it just delays how long the backup will be in front of the proposed school.

There is a proposal to add a turning lane onto Rt. 352. (inaudible from 1.27 - 3.32). As long as Rt. 352 is a single lane in both directions, the turning lane is only going to cause the people going straight not to be able to move. She stated she witnessed an act of road rage. A car was trying to turn left onto Rose Tree Road and the driver was so angered by a vehicle that was blocking Rose Tree Road that he jumped out of his car and started pounding on the car trying to get them to move up far enough so he could turn. This is what the traffic is like now, and they are proposing this school which will have the capacity for 850 young students that will have before and after care. Parents will be dropping off and picking up at this time. That is why it is important for the traffic analysis to be expanded beyond 4:15 pm. You have to look at the traffic at the time these parents would be arriving at the school.

The other area of operational deficiency is Barren Road and Rt. 352. For this intersection, no mitigation is yet recommended. The proposed cut through from Barren Road to Rose Tree Road will just exasperate the problem. They did not come up with a mitigation plan because they focused on Rt. 352 and Rose Tree Road first. The traffic is serious, the school board knows it is serious. It is putting people's health, safety and perhaps even their lives at risk. There are other options that should be considered. It seems outrageous that the school

district is going to pay to do a PennDOT project. Someone needs to be the grownup in the room. The residents are counting on Middletown Township Council to be that person. It is critical that the additional time be included in the traffic study.

Mr. Bialek asked what Ms. Reynolds request is, to add time before 8:00 a.m. and after 4:15 p.m.? Ms. Reynolds stated at least from 5 p.m. to 7 p.m. Rose Tree Road backs up and people cut through Longview Park.

She stated a woman told her she was going to park at Longview Park and run her child across Rose Tree Road because she knows she is not going to be able to get to the school. She stated it seems like they are seeing a train wreck, and we know it will end up like that. There will be buyer's remorse from everybody; the parents are not going to want to be in that traffic after working all day and not being able to get home. It seems like we should try our best to get a good decision at this point, and a good investment of taxpayer dollars. If they do the Rt. 352 mitigation, are they going to spend money and do Barren Road and Rt. 352? Mr. Bialek stated for clarity she wants to expand the time in the afternoon 3:00 p.m. - 7:00 p.m. and in the morning from 7:00 a.m. - 9:00 a.m. Ms. Reynolds acknowledged the times.

Mr. John Tate, 23 Man O' War Drive, stated he has a request, he would like to get the Loop Road discussion set up for one of these meetings so his neighbors and himself can come and speak to Council as a group. Mr. McMullan stated the Township Loop Road will be discussed at a future Council meeting. Mr. Tate asked if there will be an open forum, and Mr. McMullan answered yes as it will be on the agenda.

#### 4. REPORTS

A. Chair: NONE

B. Committees:

Mr. McMullan reported yesterday was the first round of interviews for positions for various Township boards and commissions that are appointed by Council. The Ad Hoc Committee that was appointed at the October 15, 2025 meeting, met with the first round of applicants. There will be a second round of interviews next Tuesday. After that the Ad Hoc Committee will regroup and make recommendations to Council for appointments to vacancies to various boards and committees.

C. Manager:

1. PSP Trooper David Nguyen

Trooper Nguyen reported on statistics from September and October of this year. In September they handled 632 incidents and 681 incidents in October. The incidents consisted of crime, traffic stops, motor vehicle crashes, checks for schools and churches, welfare checks, and road hazards. In September, PSP handled 42 motor vehicle crashes, of the 42 crashes six were with injuries. Twenty-one were non-reportable minor crashes not involving towing and no injuries reported.

In October, there were 48 crashes with two injuries and twenty-seven non-reportable. Traffic enforcement includes traffic stops, traffic enforcement, and checkpoints. In September there were 135 and in October 100. Property crimes would include reports of burglary, damage to property, theft, fraud, and ID fraud. In September they handled 16, and in October they handled 36. The increases were in theft, fraud and ID fraud, vehicle theft, retail thefts, and trespassing. The increases could be due to the approaching holiday season.

Crimes against persons consist of harassments, assaults or threats made. In September they handled 11, in October they handled 7. Domestic security checks include schools, churches and businesses. A Trooper will come by and drive through a parking lot or physically walk into the building. In September they handled 54 and October 54. Crimes against society include disorderly conduct, disturbances, and noise complaints. In September they handled 15 and in October they handled 17.

Calls for service include anyone requesting assistance via a phone call or in person. In September they handled 164, in October 183. There were a couple of high priority incidents that occurred in the Township. On October 27, PSP responded to the County Alternative School for a fire started by students. Two juveniles set a piece of paper on fire and set it in an occupied room. The fire was safely extinguished, no injuries and no property damages. The two juveniles were charged appropriately. On November 13, 2025, Troopers were dispatched to the 1300 block of Middletown Road. The report was that a female was threatening to shoot herself. She was clearly intoxicated and upset, the firearm was secured, and no-one was hurt. The female was detained and transported to Riddle Hospital and committed via a 302 commitment. On October 18, 2025, Troopers were dispatched to Glen Riddle Station Apartments for a motor vehicle report. At least 8 vehicles were broken into at night. This was done by means of a lockout tool. Things stolen included electronics, credit cards, bags and jackets. The total value of items stolen was \$2,500. The case is still being investigated by the State Police.

On October 23, 2025, Troopers responded to Riddle Hospital for a male attempting to steal an ambulance. The male was confronted by Security and fled on foot. Troopers were able to locate the male, no one was harmed. The male was charged appropriately. Trooper Nguyen relayed some tips; he reminded residents to lock their cars, keep valuables out of sight, use security cameras, smart lights and alarms to deter thieves. Be cautious of strangers, don't give out personal information. Be suspicious of unexpected calls or deliveries. Try to use the post office for deliveries. Stay informed and keep up to date with latest crime prevention tips, be aware of scams that occur during the holiday season. Scams go up during the holiday season, be suspicious of any calls or links. Don't give out personal information over the phone. There is a national registry of "Do Not Call" which will limit the number of

spam calls you receive. The website is DoNotCall.gov.

PSP is giving back to the community by providing Thanksgiving Dinner Baskets to 34 local families in need. This Friday, they will be delivering the baskets. Next month they will be partnering with Target for a “Heroes and Helpers” event also known as “Shop with a Cop”. The event will take place in Target at Glen Mills. The goal of this program is to help under resourced children in need while creating positive interactions between the youth and law enforcement.

There will be 12 kids involved in the event. Each year this program helps local children in need. They are accepting donations for this event. Ms. Powell asked if someone wanted to donate for this event, how would they do it. Trooper Nguyen stated donations will be accepted in the form of a check to Camp Cadet, and the funds will go directly to the kids involved in the program. As of now there are 12 kids and they have raised approximately \$1,200 which will be split among the 12 kids. Mr. Stump suggested the information be put on the Township website.

## 2. Chief Bill Rigby

Chief Rigby reported year to date alarms for the fire companies are 732 and for the month of October the number was 50 with 40 being in the Township and 10 mutual aid. There were 8 building fire responses in October. There were 9 motor vehicle accidents in October. The year-to-date EMS calls is 2,527 with 1,758 calls being in the Township. There were 293 calls in Edgmont Township, and 476 mutual aid calls. They are moving forward with projects, when schedules permit. He would like to have the pre-plan company come in to make a presentation. The life safety inspections were launched, and they have scheduled with several businesses. There has been positive feedback on this project.

Santa Claus will be visiting the residents on December 20, 2025, starting at 10 a.m. They will finish at the Community Center for anyone who was missed. The Public Safety 5-year plan is in draft form. Mr. McMullan and Chief Rigby are working on some minor revisions. Ms. Powell asked if the fire company is doing the Santa brunch this year. Mr. McMullan stated the Santa Brunch was done through the Recreation Department, and he is not aware of this being done this year.

## 3. Manager’s 2026 Budget Presentation

Mr. McMullan reported that tonight is the presentation of the 2026 Draft Budget. He recognized Council for their support in 2025 and as they move into 2026. He especially thanked the Finance Committee made up of Chairman Dave Bialek, Council members Carissa Ciuca and Chris Stump. He also thanked staff, Finance Director Vince Visoskas, Meredith Merino, Chief Rigby, Dan Simcox, and Jennifer Maull. They all played an integral part in preparing the budget. The budget doesn’t just happen over the past two to three months; it happens over 9 months.

Budgets are projections of the future and a fluid document. It is a year-long activity. The budget has been properly advertised and made available to the public since November 5, 2025. The Township has not received any comments on the budget. The budget timeline was September through November including meetings with Finance and Administration Committee. On November 5, 2025 the draft budget was published for public review, November 19, 2025, the draft budget presented to council and the public, and on December 3, 2025 it will be before Council for action. Additionally, there was a Finance and Administration budget meeting that took place with the Director of the Library.

Mr. McMullan reported on some major achievements in 2025. The Township was able to maintain public services without raising taxes in an economy with a 3% inflation, the Township as part of the 2025 Road Program paved over 1.9 miles of Township roadways, through Council's support the Township was able to address the EMS challenges to the citizens that resulted from the closure of two hospitals in the County and was able to purchase a new Township ambulance for the Rocky Run ambulance service.

Additionally, public safety has been getting more attention as the Township continues to grow. The Township increased the volunteer fire participation with the Enhanced Incentive Program. In 2022, the Township rolled out the Volunteer Incentive Program which is now considered our legacy program. When Chief Rigby came on board, they recognized they had to beef up the program, so in 2024 they rolled out the Enhanced Incentive Program which has been very successful.

Furthermore, the Township completed the engineering for upgrades to Lenni Park, conducted a planning for a public safety study, replaced a public works vehicle and two mowers, purchased a Public Safety Command Car, modernized the financial chart of accounts, and implemented new finance software to increase reporting capabilities.

The goals for 2026 - Mr. Bialek reported no real estate tax increase for property owners. Mr. McMullan reported they created a balanced budget without using reserves, continue essential services to residents, continue fire company and library support, address public safety needs in a holistic manner by establishing sustainable strategies for the future, prioritize Capital projects funding in order to complete projects that are underway or those with matching grants.

Challenges anticipated in 2026 are increases in required expenditures due to inflation, added facilities, healthcare expenses, increased public safety costs, continued Countywide EMS staff shortages, continued concerns about volunteer fire company staff availability during weekdays, several major Capital projects ongoing at one time,

and as a result of the acquisition of 700 plus acres of open space has a limited long term borrowing ability until existing bonds are paid off. In terms of revenue, the Township has historically relied on the Business Privilege Tax as the number one generator of revenue. Second would be the revenue generated from Real Estate Taxes, then Real Estate Transfer fees, and permits/licensing fees which they anticipate a slight decrease because of some of the larger land development projects coming to an end. They continue to stay on par with the local services tax, recycling fees are a pass through, franchise fees are made up by the two cable provider agreements with Verizon and Comcast.

In 2025, they projected a \$6.49 million budget and are expecting to run a little bit higher on revenues at \$6.7 million, and for 2026 they are proposing a \$6.7 budget. The minor difference between 2025 and 2026 is Council decided to put excess revenues in the Rainy-Day Fund. The expense breakdown; the Manager's office absorbs a majority of the costs which include the health insurance, recycling, and legal fees. Planning and Development is on par with the 2024 and 2025 budget. Council decided to fund through a recommendation from staff the defined benefit pension plan and the required MMO at a higher percentage in 2024 resulting in the Township's pension plan being funded at 103%. The Township realized a significant return on investments, so in 2026 they will be lessening the contribution because they are funded at a higher than required amount.

Finance and information technology did not show a substantial move. Public Safety and Emergency Management had a slight shift in realizing the original incentive program called the Legacy Program and the Enhanced Service Program which they found to be of greater value. They reallocated some funds to increase the amount of the Enhanced Volunteer Program. This has proved to be successful and they are trying to make up for a projected challenge in 2026 of getting a truck out the door seven days a week.

The general breakdown of funds by department, the expected expenditures in 2026 are \$6,493,196 and a projected General Fund of \$6.7 with a projected surplus of \$245,000. Some budget solutions for 2026 include no real estate tax increases. Only 5 of 49 municipalities in the County have lower rates and balanced budgets without using reserves. Use of grants for Capital projects to the fullest extent possible and increasing funds for Public Safety as the Township will increase the firefighter incentive subsidy. Directly purchasing and rehabilitating ambulances for Rocky Run EMS. An expense that did increase is healthcare costs by 15%. Last year it increased by 12%. To offset this increase, they have increased the formula for staff contributions. In 2026 the Township is coming to an end of a three-year agreement in a healthcare consortium they participated in so they are looking for options for 2027.

Mr. Bialek made a recommendation as the Township moves forward, will the budget be made available for public dissemination because the pie charts in the presentation were not readable, and if they could also show the 2025 figures versus the 2026 figures on the pie charts and highlight the difference. This will pinpoint where there may be increases or decreases in revenue or expenses. Mr. Bialek stated that overall, it was a good summary of what was accomplished in Middletown Township this year and previous years. He wanted to highlight what was called the 2026 solutions which are really gaps that will exist in 2027 for things planned in 2026. A lot of it being efforts made around Public Safety. The Township will be needing to upgrade some of the fire equipment in the coming years and right now that is not planned for. In an effort to find solutions for this they need to highlight and prioritize to be sure to close the gap in 2026 which will be on the 2027 budget.

D. Engineer: NONE

5. PUBLIC HEARING: N/A

6. OLD BUSINESS: N/A

7. COUNCIL WORKSHOP ITEMS:

A. Review and Introduction: Ordinance 873, 2026 Tax Rate

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Mr. McMullan stated for Council's consideration for review and introduction is Ordinance 873, 2026 Tax Rate. The ordinance is required to be advertised. This sets the tax rate for year 2026.

Mr. Bialek made a motion to introduce Ordinance 873. Mr. Stump seconded the motion. The motion carried with a vote of 6-0.

B. Review: Resolution 2025-23, Adoption of the 2026 Operating and Capital Budget.

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Mr. McMullan stated this is a resolution that will go along with Council approving the budget for 2026. It basically lays out the timeline for when the budget becomes effective and approved by Council. It will be listed on the agenda for a vote on December 3, 2025.

8. ITEMS FOR APPROVAL:

A. Consideration for Approval: Ordinance 872, an agreement with Middletown Township Sewer Authority to expand an easement to upgrade an existing pump station on Paul Lane.

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Mr. McMullan stated Council heard the presentation at the first meeting in November. In attendance were the Sewer Authority's Board Chairman, the Sewer Authority Engineer, and the Sewer Authority Manager. The engineer presented an overview of the request to increase the easement on Paul Lane because the Sewer Authority has to increase the

size of their pump station as part of their upgrade. Council has in front of them the ordinance. The engineer and the attorney for the Sewer Authority have since provided an exhibit which will go along with the ordinance outlining the easement agreement and the legal description for the pump station. This has been properly advertised and is ready for Council’s approval this evening. In addition, the Township Engineer has reviewed the legal description.

Ms. Ciuca made a motion to approve Ordinance 872. Ms. Donnelly seconded the motion. The motion carried with a vote of 6-0.

- B. Consideration for Approval: Resolution 2025-22, authorizing a grant application to the PA Department of Community and Economic Development’s Local Share Account Fund Grant Program for exterior building improvements to the East Wing of the Roosevelt Community Center.

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Mr. McMullan stated Resolution 2025-22 was reviewed with Council on November 5, 2025. This is a grant application to the Department of Community and Economic Development’s Local Share Account Fund Grant Program which requires no match. This will be used for exterior improvements to the East Wing of the Roosevelt Community Center. The grant requires a resolution for approval by the elected body.

Ms. Donnelly made a motion to approve Resolution 2025-22. Mr. Read seconded the motion. The motion carried with a vote of 6-0.

- C. Approval of the November 19, 2025, Bill List.

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Ms. Powell read the bill list aloud.

**CAPITAL RESERVE FUND**

Innovative Construction Services,	Parking Lot Paving	\$	19,460.25
Innovative Construction Services,	2025 Road Improvement County Aid	\$	15,135.00
Total Capital Reserve Fund:		\$	34,595.25

**General Fund**

Barbacane Thornton & Company LL	2024 Middletown Fire Co. Audit	\$	5,000.00
Glick Fire Equipment (Ach)	Tower 46 Repairs	\$	7,060.84
Longley Insurance Agency (Ach)	Rocky Run Policy 2659742 05/25-05/26	\$	27,589.00
Longley Insurance Agency (Ach)	Mt Fire Co Policy 2659751 05/25-05/26	\$	25,101.00
Opdenaker, Inc.	Oct. Recycling Acct. #14321600	\$	52,705.20
Pa Municipal Health Ins. Cooperative	November Health Insurance	\$	36,509.04
Travelers Insurance	General Liability 8/1/25-8/1/26	\$	97,805.50

Total General Fund:		\$ 251,770.58
	<b>Highway Aid Fund</b>	
Innovative Construction Services,	2025 Road Improvement Liquid Fuels	\$ 320,990.44
Total Highway Aid Fund:		\$ 320,990.44
Grand Totals:		\$ 607,356.27

Mr. Bialek made a motion to approve the bill list. Ms. Donnelly seconded the motion. The motion carried with a vote of 6-0.

Ms. Powell adjourned the meeting at 7:40 pm.

Respectfully Submitted,



Sharon Browne