

Board of Supervisors – March 2, 2026

**TOWNSHIP OF FALLS
BOARD OF SUPERVISORS MEETING**

ROLL CALL:

JEFFRY E. DENCE, CHAIRMAN	PRESENT
BRIAN M. GALLOWAY, SECRETARY	PRESENT
ERIN M. MULLEN, VICE-CHAIRPERSON	PRESENT
JOHN W. PALMER, SUPERVISOR	PRESENT
TIMOTHY M. LOTECKIE, SUPERVISOR	PRESENT

The meeting was called to order at 6:00 p.m. with roll call and pledge to the flag. All Board members were present. Also present were Township Manager John Shepherd, Township Solicitor Michael Clarke and Township Engineer Joe Jones.

**PRESENTATION FROM MEN OF HARMONY & PENNSBURY RESERVES
OFFICERS' TRAINING CORPS (ROTC)**

The Pennsbury Reserves Officers' Training Corps presented the Colors. The Men of Harmony gave a wonderful performance. There was a break in the meeting at 6:10 p.m. and the meeting reconvened at 6:16 p.m. Chairman Dence gave thanks to the Men of Harmony and the Pennsbury Reserves Officers' Training Corps (ROTC) for opening tonight's meeting. The Men of Harmony started out as the U.S. Steel Choir when U.S. Steel was still active. They felt it appropriate to have them here this evening as the new building is made from steel. Chairman Dence hopes everyone can attend next Monday's grand opening open house.

ITEM # 1 EXECUTIVE SESSION

Mr. Clarke said the board held an Executive Session prior to this meeting to consult with the Manager regarding the new Township building, the current operations, and the tour that is scheduled for next week. This was for informational purposes only. No deliberations occurred and no votes were taken. The board also consulted with Mr. Clarke regarding composition of two advisory boards – the Shade Tree Commission and the Environmental Advisory Commission.

**ITEM # 2 PUBLIC COMMENT – FIVE MINUTE LIMIT PER PERSON FORTY–
FIVE MINUTE MAXIMUM**

Ms. Toni Battiste apologized for her comment at last month's meeting. She said she had misinformation. Falls Township does indeed have an active 10-year old K9. Ms. Battiste asked if a clock could be hung in the meeting room.

**ITEM # 3 CONSIDERATION OF APPROVAL OF STIPULATION TO SETTLE
A TAX ASSESSMENT APPEAL FOR VILLAGE PENNBROOK 2, LLC
– 9071 MILL CREEK ROAD – TMP # 13-040-005**

Mr. Clarke said the property that is the subject of the tax assessment appeal is located at 9071 Mill Creek Road, Falls Township, Bucks County, Pennsylvania, tax map parcel #13-040-005. This is a stipulation to settle and has been negotiated by the Pennsbury School District. This is based on the settlement effective January 1, 2026 for County and Township taxes and July 1, 2026 for school district taxes. The property assessment shall be increased from \$4,320,000 to \$5,184,000. Pennsbury has elected to settle this tax assessment appeal and the Township usually follows what the school district is doing. The attorney who represents the Township in tax assessment appeals is recommending approval. Member Galloway moved to approve the stipulation to settle a tax assessment appeal for Village of Pennbrook 2, LLC, 9071 Mill Creek Road, TMP # 13-040-005; Member Palmer seconded the motion; all board members were in favor. (5-0)

**ITEM # 4 CONSIDERATION OF APPROVAL OF STIPULATION TO SETTLE
A TAX ASSESSMENT APPEAL FOR ROYAL MANOR APT, LP – 937
W TRENTON AVENUE – TMP # 13-028-025**

This is a stipulation to settle a tax assessment appeal for Royal Manor Apartments located at 937 West Trenton Ave, Falls Township, Bucks County, Pennsylvania, tax map parcel #13-028-025. This is a district settlement that has been initiated by the school district, effective January 1, 2026 for County and Township taxes and July 1, 2025 for school district taxes. The property assessment shall be increased from \$691,560 to \$829,870. This has been negotiated by the school district and the attorney who represents the Township in tax assessment appeals is recommending approval. Member Galloway moved to approve the stipulation to settle a tax assessment appeal for Royal Manor Apt, LP, 937 W Trenton Ave, TMP # 13-028-025; Member Loteckie seconded the motion; all board members were in favor. (5-0)

**ITEM # 5 CONSIDERATION OF APPROVAL OF GENERAL RELEASE AND
SETTLEMENT AGREEMENT FOR EMPLOYEE 12151997-6581**

Mr. Clark said this is a proposed settlement for a former employee who had brought a lawsuit against the Township shortly after they left the employ of the Township. This matter has been agreed to be settled by the Township's insurance carrier. The money out of the settlement, other than any back wages, will come from the insurance carrier. The insurance carrier is recommending settlement after a lengthy remediation with the former employee. Member Galloway moved to approve the general release and settlement agreement for employee 12151997-6581; Member Loteckie seconded the motion; all board members were in favor. (5-0)

Board of Supervisors – March 2, 2026

ITEM # 6 CONSIDERATION OF APPROVAL OF MANAGER’S RECOMMENDATION FOR JOHN’S AUTOBODY & SERVICE CENTER

Mr. Shepherd said there have been a few issues recently with John's Auto Body relating to towing services provided to the Township. An informal hearing was conducted with them in front of Mr. Shepherd and represented by the Township’s Attorney. Based on that hearing and the evidence provided by John’s Auto Body, the Township found there were recent times when they violated the terms of the Towing Ordinance and the agreement the Township has with them for providing towing services. It is recommended that the Board of Supervisors issue a fine for the missed services and not adhering to the agreement. The recommended fine is \$500. Member Galloway moved to approve the Manager’s recommendation for John’s Auto Body & Service Center; Member Loteckie seconded the motion; all board members were in favor. (5-0)

ITEM # 7 CONSIDERATION OF APPROVAL OF TREE TRIMMING & REMOVAL OF TREE SERVICE BIDS FOR YEARS 2026, 2027 & 2028

Chairman Dence said the rate for 2026 stayed the same. Then it jumps up significantly for years 2027 and 2028. Mr. Shepherd said this is designed where the supervisors can award this for one year, two years, or three years. Member Mullen moved to approve tree trimming and removal of tree services for the year 2026 to Kent’s Quality Tree Service for their 2026 rate to the Township; Member Loteckie seconded the motion; all board members were in favor. (5-0)

ITEM # 8 CONSIDERATION OF APPROVAL OF DONATION REQUESTS FOR TOWNS AGAINST GRAFFITI, LEVITTOWN AMERICAN AND HISTORIC FALLSINGTON DAY

Member Galloway moved to approve donation requests in the amount of \$6,000 each to Towns Against Graffiti, Levittown American and Historic Fallsington Day; Member Loteckie seconded the motion; all board members were in favor. (5-0)

ITEM # 9 CONSIDERATION OF APPROVAL OF ESCROW RELEASES

There was no action on this agenda item.

ITEM # 10 CONSIDERATION OF APPROVAL OF APPOINTMENT TO THE BOARD OF APPEALS, CABLE ADVISORY BOARD, DISABLED PERSONS ADVISORY BOARD, HISTORICAL ARCHITECTURAL REVIEW BOARD, HISTORIC PRESERVATION COMMISSION, NEIGHBORHOOD TRAFFIC ADVISORY COMMITTEE, PARKS & RECREATION BOARD, PLANNING COMMISSION, POLICE PENSION COMMITTEE, SHADE TREE COMMISSION AND ZONING HEARING BOARD

Board of Supervisors – March 2, 2026

Member Mullen said we had a resignation from the Environmental Advisory Council. Member Mullen moved to appoint Mr. Max Williams to the Environmental Advisory Council; Member Palmer seconded the motion; all board members were in favor. (5-0)

ITEM # 11 MINUTES – JANUARY 29, 2026

Member Loteckie moved to approve the minutes from January 29, 2026; Member Mullen seconded the motion; all board members were in favor. (5-0)

ITEM # 12 ENGINEERS REPORT

Mr. Jones said for the month of January they had two earth disturbance applications submitted. One was for North Point Falls Industrial for a utility line and the other is for a small asphalt pad on New Ford Mill Road.

ITEM # 13 BILL LIST

Ms. Toni Battiste asked about the COFCO invoice as she thought the Township already paid this at previous meetings. Manager Shepherd said there are different pieces of COFCO that have been paid along the way. Some of those have been related to storage of furniture so COFCO actually brought everything to the building and installed everything so that would be their final payment to finalize the contract. Member Galloway moved to approve the March 2, 2026 bill list in the amount of \$2,787,224.27; Member Loteckie seconded the motion; all board members were in favor. (5-0)

ITEM # 14 JONES ENGINEERING ASSOCIATES BILL LIST

Member Galloway moved to approve the Jones Engineering Associates bill list in the amount of \$322,866.25; Member Loteckie seconded the motion; all board members were in favor with the exception of Chairman Dence who abstained from the vote. (4-0-1)

ITEM # 15 MANAGER COMMENT

Manager Shepherd said the open house to welcome everybody to the new building will be from 6:00 to 8:00 p.m. on March 9th. There will be tours of the public spaces in the building and refreshments as well.

ITEM # 16 BOARD COMMENT

Member Galloway – No comment.

Member Loteckie – No comment.

Board of Supervisors – March 2, 2026

Member Mullen said it feels great to be here in the new building. They kicked things off tonight with extraordinary performances. This has been such a long time coming. Most people in this room know that countless people, companies, meetings and committees – a lot went into this. It feels so good to finally be in here. Member Mullen said we had another huge snowfall that was wonderfully taken care of by our Public Works Department. Member Mullen said we thanked them at last meeting but also between this and Mr. Shepherd also made sure to let us know tonight the excellent job they did for the move. They were a big help in the move. This was such an upheaval for our staff who handled everything excellently and we didn't have to hire professional movers. Member Mullen said a big thank you goes out to all the staff.

Member Palmer – No comment.

Chairman Dence said the snow has been a bit much this year but hopefully it's over. Chairman Dence acknowledged the work by the Public Works Department, the Police Department and everyone else who is out there all day and night. Both snowstorms started and went overnight and the last one was bad. Spring is coming and with spring comes Saint Patrick's Day. The 36th Saint Patrick's Day Parade is March 14th. Hopefully that comes off without a problem as there has been snow on that day before. Hoping it will be a beautiful Saturday in Falls Township, Bucks County. Chairman Dence said it is hard to believe we are actually in the new building. He hopes everyone can come back on Monday to take a tour and see the beautiful building.

Member Galloway moved to adjourn the meeting; Member Loteckie seconded the motion; all board members were in favor. (5-0) The meeting was adjourned at 6:35 p.m.

Brian M. Galloway

Brian Galloway, Secretary