

A. **OPENING**

1. **CALL TO ORDER:** The meeting of the Richland Township Board of Supervisor's was called to order on Monday, January 5, 2026, at 6:30 p.m. with Chris Vanelli, Vice-chair presiding.
2. **ROLL CALL: Present:** Tim Arnold, Chairperson; Chris Vanelli, Vice-Chair; Kathie Doyle, Member; Leslie Huhn, Township Manager; Rich Ficco, Police Chief; Linc Treadwell, Township Solicitor; Mike Schwartz, Township Engineer and Vicki Schuller, Administrative Assistant.
3. **PLEDGE OF ALLEGIANCE**

B. **PUBLIC COMMENT**

C. **ANNOUNCEMENTS** – Stainless Steel Associates has been tabled.

D. **REORGANIZATION**

1. **Supervisor Kathie Doyle's Oath of Office Ceremony, along with the Tax Collector Raymond Goodnoe.**
Judge Lisa Gaier swore-in Supervisor Kathie Doyle and Tax Collector Raymond Goodnoe before the meeting started.
2. **Receive Nominations and Elect Chairperson**
Motion to nominate and elect Chris Vanelli as Chairperson of the Richland Twp. Board of Supervisors for 2026.

MOTION BY: Kathie Doyle
SECOND BY: Tim Arnold
MOTION CARRIED
3. **Receive Nominations and Elect Vice-Chairperson**
Motion to nominate and elect Kathie Doyle as Vice-Chairperson of the Richland Twp. Board of Supervisors for 2026.

MOTION BY: Tim Arnold
SECOND BY: Chris Vanelli
MOTION CARRIED
4. **Appointment of Secretary/Treasurer**
Motion to appoint the Township Manager as the Township Secretary/Treasurer of Richland Township for 2026.

MOTION BY: Kathie Doyle
SECOND BY: Tim Arnold
MOTION CARRIED
5. **Approval of Setting the Treasurer's Bond Limit**
Motion to set the Richland Township Treasurer's Bond Limit at \$2,000,000 for 2026.

MOTION BY: Tim Arnold
SECOND BY: Kathie Doyle
MOTION CARRIED
6. **Appointment of Township Right-to-Know Open Records Officer and Alternate Right-to-Know Officer**

Motion to appoint the Township Manager as the Township's Right-to-Know Open Records Officer and to appoint the Chief of Police as the Alternate Right-to-Know Officer for 2026.

MOTION BY: Kathie Doyle
SECOND BY: Tim Arnold
MOTION CARRIED

7. Appointment of Township Building Code Official

Motion to appoint Scott Ambron as the Richland Twp. Building Code Official for 2026.

MOTION BY: Tim Arnold
SECOND BY: Kathie Doyle
MOTION CARRIED

8. Approval of Resolution #2026-01 – Designating Banks and Financial Institutions

Motion to adopt Resolution #2026-01 designating the banks and financial institutions for deposits of Township funds.

MOTION BY: Kathie Doyle
SECOND BY: Tim Arnold
MOTION CARRIED

9. Approval of Resolution #2026-02 – Designating Authorized Check Signers for the Year 2026

Motion to adopt Resolution #2026-02 naming Asst. Twp. Manager/Zoning Officer Rich Brittingham, Police Chief Rich Ficco, Admin. Asst. Vicki Schuller and Township Manager Leslie Huhn as authorized check signers.

MOTION BY: Tim Arnold
SECOND BY: Kathie Doyle
MOTION CARRIED

10. Approval of Resolution #2026-03 – Setting the Township's 2026 Right-to-Know Policy

Motion to adopt Resolution #2026-03 setting the Richland Township Right-to-Know Policy for 2026.

Motion to adopt Resolution #2026-03 setting the Richland Township Right-to-Know Policy for 2026.

MOTION BY: Kathie Doyle
SECOND BY: Tim Arnold
MOTION CARRIED

11. Appointment of Township Solicitor – Resolution #2026-04 – Setting the Fee Schedule

Motion to appoint B. Lincoln Treadwell, Jr. as Richland Twp.'s Solicitor for 2026 and to approve Resolution #2026-04 setting the fee schedule as attached for 2026.

MOTION BY: Tim Arnold
SECOND BY: Kathie Doyle
MOTION CARRIED

12. Appointment of Special Counsel for Labor and Personnel Matters - Resolution #2026-05 - Setting the Fee Schedule

Motion to appoint the firm of Eckert, Seamans, Cherin, & Mellott, LLC as Special Counsel for labor and personnel matters for 2026 and adopt Resolution #2026-05 setting their fee schedule.

MOTION BY: Kathie Doyle
SECOND BY: Tim Arnold
MOTION CARRIED

13. **Appointment of Township Engineer - Resolution #2026-06 - Setting Fee Schedule**
Motion to appoint Gilmore & Associates, Inc. as the Township Engineer for general engineering services, inspections, planning, and traffic matters for 2026 and to approve Resolution #2026-06 setting their Fee Schedule as attached.

MOTION BY: Tim Arnold
SECOND BY: Kathie Doyle
MOTION CARRIED
14. **Approval of Resolution #2026-07 - Naming a Chief Administrative Officer for the Uniform and Non-Uniform Pension Plans**
Motion to name the Township Manager as the Chief Administrative Officer for the Township's pension plans.

MOTION BY: Kathie Doyle
SECOND BY: Tim Arnold
MOTION CARRIED
15. **Approval of Resolution #2026-08 - Establishing the Police Pension Contribution Rate for 2026**
Motion to adopt Resolution #2026-08 establishing the 2026 Police Pension contribution rate set at 2%.

MOTION BY: Tim Arnold
SECOND BY: Kathie Doyle
MOTION CARRIED
16. **Approval of Resolution #2026-09 - Appointing the Bucks County Tax Collection Committee (TCC) Delegate/Alternate**
Motion to adopt Resolution #2026-09 naming the Township Manager as the voting delegate and Christopher Vanelli as the alternate to represent Richland Township on the Bucks County Tax Collection Committee.

MOTION BY: Kathie Doyle
SECOND BY: Tim Arnold
MOTION CARRIED
17. **Approval of Resolution #2026-10 – Establishing the Township Fee Schedule**
Motion to adopt Resolution #2026-10 establishing the Township Fee Schedule for 2026.

MOTION BY: Tim Arnold
SECOND BY: Kathie Doyle
MOTION CARRIED
18. **Approval of Resolution #2026-11 - Appointing an Independent CPA/Accountant to Perform the Annual Audit for 2025**
Motion to appoint Turnley Robertson & Associates as the Independent CPA/Accountant to perform Richland Township's 2025 Annual Audit at a cost not to exceed \$17,750.00 and to authorize the Township Manager to execute the engagement letter.

MOTION BY: Kathie Doyle
SECOND BY: Tim Arnold
MOTION CARRIED
19. **Certify Delegate(s) to the 2026 Pennsylvania State Association's Annual Convention and Authorize Attendees**

Motion to approve the following attendees to the 2026 PSATS Conference: Twp. Supervisors, Twp. Manager, Chief of Police or their designee, Emergency Mgmt. Coordinator, Zoning Officer and Dir. of Public Works or their designee.

MOTION BY: Tim Arnold

SECOND BY: Kathie Doyle

MOTION CARRIED

Motion to appoint and certify Chris Vanelli as Richland Township's voting delegate to the 2026 PA State Association's Annual Convention.

MOTION BY: Tim Arnold

SECOND BY: Kathie Doyle

MOTION CARRIED

20. Appoint Delegate and Alternate Delegate to Susquehanna Municipal Trust

Motion to appoint the Township Manager as the Delegate and the Chief of Police as an alternate delegate to the Susquehanna Municipal Trust for 2026.

MOTION BY: Kathie Doyle

SECOND BY: Tim Arnold

MOTION CARRIED

21. Appointment of Deputy Emergency Management Coordinator

Motion to appoint Greg Reese as the Deputy Emergency Management Coordinator.

MOTION BY: Tim Arnold

SECOND BY: Kathie Doyle

MOTION CARRIED

22. Appointment of Park & Rec Committee Members

Motion to appoint Matthew Feehan to the Park & Rec Committee Seat C, with a term set to expire on 12/31/2030 and Keith Robinson to the Park & Rec Committee Seat F, with a term set to expire on 12/31/2030.

MOTION BY: Kathie Doyle

SECOND BY: Tim Arnold

MOTION CARRIED

23. Appointment of Planning Commission Members

Motion to appoint Breck Dean to the Richland Township Planning Commission Seat C, with a term set to expire on December 31, 2029, and Cornell Hopkins to the Richland Township Planning Commission Seat D, with a term set to expire on December 31, 2029.

MOTION BY: Tim Arnold

SECOND BY: Kathie Doyle

MOTION CARRIED

24. Appointment of Zoning Hearing Board Member

Motion to appoint Joe Geib to the Richland Township Zoning Hearing Board Seat A, with a term set to expire on December 31, 2028.

MOTION BY: Kathie Doyle

SECOND BY: Tim Arnold

MOTION CARRIED

25. Appointment of Richland Township Water Authority Board Members

Motion to appoint John (Dave) Hesdon to the Richland Township Water Authority Seat D, with a term set to expire on December 31, 2030.

Tim Arnold Memo: In addition to serving as a member of this Board of Supervisors, I am also the Executive Director of the Richland Township Water Authority. In that capacity, I am employed by and subject to the direction of the Board of Directors of the Authority. Because my salary as Executive Director of the Authority is set by the Authorities Board of Directors, the appointment or re-appointment of a member of that board by the supervisors would have a direct effect on the fiscal benefits as employee of the authority. Accordingly, pursuant to the PA Public Officials and Employees Ethics Act, my participation in the vote for the appointment of the authority board member has a conflict of interest. By announcing that conflict I have outlined and by submitting this memorandum to the Secretary of the Board of Supervisors, I have met the conditions required by the Ethics Act. I am also attaching the letter that I received from the PA Ethics Commission.

Tim Arnold: Abstained from this vote.

MOTION BY: Kathie Doyle

SECOND BY: Chris Vanelli

MOTION CARRIED

26. Appointment of Vacancy Board Chairman

Motion to appoint James Smith as the Vacancy Board Chairman for 2026.

MOTION BY: Tim Arnold

SECOND BY: Kathie Doyle

MOTION CARRIED

E. ADJOURNMENT

Motion to adjourn at 6:45p.m.

MOTION BY: Kathie Doyle

SECOND BY: Tim Arnold

MOTION CARRIED