

A. **OPENING**

1. **CALL TO ORDER:** The meeting of the Richland Township Board of Supervisor's was called to order on Monday, May 13, 2024, at 7:00 p.m. with Kathie Doyle, Chairperson presiding.
2. **ROLL CALL: Present:** Kathie Doyle, Chairperson; Chris Vanelli, Vice Chair; Tim Arnold, 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. **ANNOUNCEMENTS**

1. **EXECUTIVE SESSION**  
The Board held an Executive Session prior to the meeting to discuss potential Land Acquisition.

C. **BOARD & STAFF APPOINTMENTS**

1. **POLICE DEPARTMENT PROMOTION OF OFFICERS**  
Chief Ficco is recommending the promotion of Thomas Murphy to the rank of Corporal and Michael Colahan to the rank of Detective. Following the promotions, there will be a brief swearing-in ceremony with Judge Lisa Gaier, followed by cake.

**Motion to approve the promotion of Thomas Murphy from Officer to Corporal.**

**MOTION BY:** Tim Arnold  
**SECOND BY:** Chris Vanelli  
**MOTION CARRIED**

**Motion to approve the promotion of Michael Colahan from Officer to Detective.**

**MOTION BY:** Tim Arnold  
**SECOND BY:** Chris Vanelli  
**MOTION CARRIED**

**Motion to temporarily recess the meeting.**

**MOTION BY:** Kathie Doyle  
**SECOND BY:** Chris Vanelli  
**MOTION CARRIED**

**Motion to reconvene the meeting.**

**MOTION BY:** Kathie Doyle  
**SECOND BY:** Chris Vanelli  
**MOTION CARRIED**

2. **APPROVAL OF TOWNSHIP MANAGER'S RECOMMENDATION OF EMPLOYMENT OFFER**

An offer of employment has been prepared to fill the position of Front Desk Administrative Clerk. The applicant's name is not being released pending their notification to current employer.

**Motion to approve the Manager's offer of employment, and hire, on a probationary basis, the individual identified in the Offer of Employment letter dated May 13, 2024.**

**MOTION BY:** Chris Vanelli  
**SECOND BY:** Tim Arnold  
**MOTION CARRIED**

**D. PRESENTATIONS**

**E. PUBLIC HEARINGS**

**1. ORDINANCE NO. 302 – PUBLIC HEARING & CONSIDERATION OF ADOPTION – AMENDMENT TO ZONING ORDINANCE AND ZONING MAP – TOLLGATE ROAD**

On February 12, 2024, the Board of Supervisors authorized the amendment of certain portions of the Official Richland Township Zoning Map. The proposed amendment is to Chapter 27 (Zoning), Part 303 (Zoning Districts Map) by changing the Zoning Designation of (2) two properties, (TMP 36-013-052 - 150 Tollgate Road) and (TMP 36-013-053 – 142 Tollgate Road) from the Rural Agricultural (RA) Zoning District to the Planned Commercial (PC) Zoning District.

**Motion to open the Public Hearing**

**MOTION BY:** Tim Arnold

**SECOND BY:** Chris Vanelli

**MOTION CARRIED**

**PUBLIC COMMENT**

**Donna Stanziola – 232 Tollgate Road**

Ms. Stanziola asked if everything was the same and they still want to make the entrance off Tollgate Road? The zoning is simply to change those two what appear to soon be empty homes?

Mr. Treadwell – I believe the entity that is proposing to develop the property below, has those two parcels under agreement to purchase.

Ms. Stanziola – So it will become part of the larger project?

Mr. Treadwell – In all likelihood yes.

Ms. Stanziola – Have there been any discussions since I was here last as to what they are going to build there?

Mr. Treadwell – There have been discussions that it will be a warehouse. They do not know who the occupant might be.

**Randy Lippincott – 171 Tollgate Road**

Mr. Lippincott – When is the meeting where we can discuss different topics?

Mr. Treadwell – The applicant still has traffic improvements and discussions with PennDOT. They will likely be back at a Planning Commission meeting but do not know which meeting that will be at this time.

Mr. Lippincott – Is there any timeline? Breaking ground?

Mr. Treadwell – The project is in the early stage of approval. It has not been approved. There is no breaking ground imminent in any way. It needs to go through the planning commission and then to this board for approval. The Planning Commission meets the third Tuesday of every month.

**Motion to close the Public Hearing**

**MOTION BY:** Chris Vanelli

**SECOND BY:** Tim Arnold

**MOTION CARRIED**

**Motion to adopt Ordinance No. 302, amending Chapter 27 (Zoning), Part 303 (Zoning Districts Map) to change the zoning designation of Tax Map Parcel Nos. 36-013-052 - 150 Tollgate Road and 36-013-053 – 142 Tollgate Road from the Rural Agricultural (RA) Zoning District to the Planned Commercial (PC) Zoning District.**

**MOTION BY:** Tim Arnold

**SECOND BY:** Chris Vanelli

**MOTION CARRIED**

1. **PUBLIC HEARING & CONSIDERATION OF ADOPTION – INTERMUNICIPAL TRANSFER OF A LIQUOR LICENSE – 600-690 N.W. END BLVD. – RESOLUTION #2024-14**

White Orchid Restaurant Group is requesting an intermunicipal transfer of Liquor License No. R-17311 to their premises located in the Richland Marketplace Shopping Center. The PA Liquor Code requires a public hearing followed by consideration of the resolution.

**Motion to open the Public Hearing**

**MOTION BY:** Chris Vanelli

**SECOND BY:** Tim Arnold

**MOTION CARRIED**

**PUBLIC COMMENT** – None

**Motion to close the Public Hearing**

**MOTION BY:** Chris Vanelli

**SECOND BY:** Kathie Doyle

**MOTION CARRIED**

**Motion to approve Resolution #2024-14**

**MOTION BY:** Tim Arnold

**SECOND BY:** Chris Vanelli

**MOTION CARRIED**

F. **PUBLIC COMMENT**

**Barb Eisenhardt – 1154 Creekside Lane**

Want to address specifically Chief Ficco, we have one of our older senior members who was not doing her usual daily routines and several of the neighbors were concerned about her whereabouts and her safety. I specifically wanted to thank Officer Ford and Detective Colahan who both came out to check on the welfare of our neighbor. All turned out to be well but their professionalism, their courtesy and their willingness to come out in a time of need when her friends and neighbors were very worried about her was very heartwarming and I just wanted to extend a thank you to all of you and let you know what a fine job they did.

G. **ZONING HEARING BOARD APPLICATIONS** – None

H. **DEVELOPER MATTERS**

1. **HELLER ROAD WAREHOUSE - 1010 Heller Road - Escrow Release Request #4**

Gilmore and Associates, Inc. has conducted an inspection for the work completed and is recommending a release in the amount of \$101,452.96.

**Motion to approve Escrow Release #4 in the amount of \$101,452.96, for improvements completed to date, subject to any outstanding invoices owed to the Township being paid to date.**

**MOTION BY:** Tim Arnold

**SECOND BY:** Chris Vanelli

**MOTION CARRIED**

2. **FAULKNER CIOCCA MANAGEMENT LP – 750 S. WEST END BLVD. CONDITIONAL USE DECISION, TMP NO. 36-023-252 (PROPOSED E19 AUTOMOTIVE REPAIR WITH ASSOCIATED OFFICE)**

The applicant is requesting to allow for the E19 Automotive Repair Use with associated offices, within the existing building located on the property, with existing site improvements, parking lots, access drives, and stormwater management facilities.

**Motion to approve Faulkner Ciocca Management LP Conditional Use Request subject to the conditions outlined in the Solicitor's Conditional Use Approval letter dated May 14, 2024.**

**MOTION BY:** Tim Arnold

**SECOND BY:** Chris Vanelli

**MOTION CARRIED**

3. **FAULKNER CIOCCA MANAGEMENT LP – WAIVER OF LAND DEVELOPMENT – 750 S. WEST END BLVD., TMP NO. 36-023-252**

The subject property is located at 750 S. West End Boulevard, Tax Map Parcel No. 36-023-252 in the Planned Commercial (PC) Zoning District and the AC (Arterial Corridor Overlay) Zoning District. The existing structure is being used as a D1 Office Use. The applicant is proposing a conversion of a portion of the existing building (9,500 SF) for an E19 Automotive Repair Establishment. A portion of the building will be retained as office use to support the automotive repair. The applicant has received Conditional Use and Zoning Hearing Board variance relief as it pertains to this project. The applicant will give a brief presentation of their waiver of land development request.

**Motion to approve a waiver of land development conditioned upon the following:**

1. **Compliance with the Gilmore and Associates Waiver of Land Development review letter dated May 9, 2024.**
2. **Compliance with the Conditional Use Decision dated May 14, 2024.**
3. **Compliance with the Zoning Hearing Board Decision**
4. **Compliance with Chapter 23 Floodplain Management Ordinance.**
5. **Compliance with all Stormwater and Erosion and Sedimentation (Grading Permit Application) requirements.**
6. **Compliance with regulations of all municipal and governmental agencies having jurisdiction.**

**MOTION BY:** Tim Arnold

**SECOND BY:** Chris Vanelli

**MOTION CARRIED**

4. **PNK P4 LLC – CONDITIONAL USE DECISION – 255-281 WEST PUMPING STATION ROAD – TMP NO. 36-005-123 & NO. 36-005-123-010 (PROPOSED G3 WAREHOUSE)**

Attached is the Conditional Use Decision for PNK P4, LLC. The applicant is requesting to allow for G3 Warehouse Use with associated offices, within a proposed 173,600 square foot building located on the property, along with associated site improvements, parking lots, access drives, and stormwater management facilities.

**Motion to approve PNK P4, LLC Conditional Use Request subject to the conditions outlined in the Solicitor's Conditional Use Approval letter dated May 14, 2024.**

**MOTION BY:** Tim Arnold

**SECOND BY:** Chris Vanelli

**MOTION CARRIED**

5. **VASSAR MANAGEMENT, LLC – 625 N. WEST END BLVD. – TMP NO. 36-005-068 – SKETCH PLAN REVIEW**

A Sketch Plan has been submitted for Vassar Management, LLC. for a 4,500 SF Car Wash building (Proposed E17 car wash use on lot #1) and a 3,660 retail building (Proposed E1 retail shop use on lot #2). The property is located at 625 N. West End Blvd., (former National Auto Parts Store), TMP #36-005-068 and lies within the Planned Commercial (PC) Zoning District and Arterial Corridor Overlay Zoning District. The applicant will give a brief presentation to the Board of Supervisors on their proposal.

This is only a review of the sketch plan, no action required.

Ed Wild from Benner & Wild in Doylestown – There to solicit comments and unveil the potential development Sketch Plan for the property at the corner of N. W. End Blvd. and West Pumping Station Rd. The property has two principal structures, a single-family dwelling and a commercial building last occupied as National Auto. The records show the buildings having been built in 1964. A variance application for a sign is from 1972. The site has some challenging natural features, steep slopes, woodland, and some other protective features. Mr. Wild presented the sketch plan explaining difficulties with turning into the location.

The board expressed concerns about the traffic in that area and turning lanes crossing two lanes of Rt. 309.

6. **PICKLEBALL COURTS – PROPOSED REVITALIZATION**

The current pickleball courts were converted from existing tennis courts in approximately 2013. Pickleball has become a widely played sport and the courts are heavily used throughout the year. The courts have deteriorated over the years with repairs being conducted several times during that time period. The cracks in the surface have continued to get worse and are now past the point of being able to be repaired. Gilmore and Associates conducted a core sampling for the Township to determine if the entire surface needs to be ripped out or if it was possible to do an overlay. The report indicates that a total removal and reinstallation of the court surface is recommended. Staff is requesting approval to have a plan design created and to seek bids to have this work done to bring back to the Board for approval.

**Motion to authorize the Manager and staff to prepare a plan to renovate the current pickle ball courts located at the Township building.**

**MOTION BY:** Kathie Doyle

**SECOND BY:** Chris Vanelli

**MOTION CARRIED**

I. **TOWNSHIP BUSINESS – NEW**

1. **Approval of April 8, 2024 Minutes**

**MOTION BY:** Chris Vanelli

**SECOND BY:** Tim Arnold

**MOTION CARRIED**

2. **Financial Business – Approve payment of April 2024 Bills**

**MOTION BY:** Tim Arnold

**SECOND BY:** Chris Vanelli

**MOTION CARRIED**

3. **BUCKS COUNTY EMERGENCY COMMUNICATIONS LAW ENFORCEMENT  
REMOTE ACCESS MEMORANDUM OF UNDERSTANDING (MOU)**

Bucks County is requesting that a Memorandum of Understanding (MOU) be entered into updating policies and connectivity configurations of their remote CAD (computer-aided dispatch) service. This effort is necessary to better protect both the county and law enforcement partners from cybersecurity attack attempts.

**Motion to authorize execution of Memorandum of Understanding between the Richland Township Police Department and the Bucks County Department of Emergency Communications.**

**MOTION BY:** Tim Arnold  
**SECOND BY:** Chris Vanelli  
**MOTION CARRIED**

J. **TOWNSHIP BUSINESS ITEMS – OLD** – None

K. **BOARD & STAFF REPORTS**

1. **SUPERVISORS**

Tim Arnold – Road clean-up was well attended and at least a half ton of trash was collected. Thank you to all who volunteered and to the RTWA for being the prime sponsor for this event.

2. **TOWNSHIP MANAGER** – None

3. **ENGINEER** – None

4. **SOLICITOR** – None

5. **POLICE CHIEF**

The Bike Rodeo had 31 participants. 6 bicycles were distributed. Two donated by the Water Authority, two donated by Walmart and two purchased by the Police Department.

Shred event was attended by approximately 50 vehicles.

Drug take back – Richland had 188 lbs. collected during the previous 6 months in the drop box located inside the lobby. The event collected 109 lbs. at drug take back and another 20 lbs. of sharps.

Hiring update – Previously only had 3 applicants. Re-opened the process and have about 8 or 9 applicants. This will be open until the end of the month.

L. **PUBLIC COMMENT** – None

M. **ADJOURNMENT**

**Motion to adjourn at 8:14 p.m.**

**MOTION BY:** Chris Vanelli  
**SECOND BY:** Tim Arnold  
**MOTION CARRIED**