

**TOWNSHIP OF FALLS
BOARD OF SUPERVISORS MEETING**

ROLL CALL:

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

The meeting was called to order at 5:30 p.m. with roll call and pledge to the flag. All Board members were present with the exception of Member Boraski and Member Galloway. Also present were Township Manager John Shepherd, Township Solicitor Michael Clarke and Township Solicitor Lauren Gallagher.

ITEM # 1 EXECUTIVE SESSION

Mr. Clarke said the Board met prior to tonight's meeting to discuss personnel matters and matters of litigation.

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

No one signed in for Public Comment.

**ITEM # 3 CONSIDERATION OF APPROVAL FOR CHANGE ORDER # 9 FOR
QPI ELECTRICAL CO., INC. FOR THE TOWNSHIP BUILDING
RENOVATION PROJECT**

Chairman Dence said from the notes, it says this cost is associated with wiring pumps into indoor units of the six split systems per RFI 342. This involves splicing and extending factory wiring as well as cutting factory wiring from the internal circuit board in indoor units. Existing units currently have broken cracked covers, and QPI takes no responsibility for existing damaged units. Chairman Dence wanted to make sure we are not voiding any warranties by them cutting these circuit boards. This was prescribed by the manufacturer and Engineer. Member Mullen moved to approve change order # 9 for QPI Electrical Co., Inc. for the Township Building Renovation Project; Member Palmer seconded the motion; all board members were in favor. (4-0)

**ITEM # 4 CONSIDERATION OF APPROVAL FOR CHANGE ORDER # 3 FOR
GRACE CONSTRUCTION FOR THE TOWNSHIP BUILDING
RENOVATION PROJECT**

Member Mullen moved to approve change order # 3 for Grace Construction for the Township Building Renovation Project; Member Palmer seconded the motion; all board members were in favor. (3-0)

ITEM # 5 BUDGET WORKSHOP

Mr. Shepherd said staff spent a few months compiling and reviewing the 2026 Budget. He appreciates the Supervisors attending meetings and talking with staff about some of the things that they had questions about. We are getting to the point where, at our meeting in two weeks, we'll be ready to formally introduce the budget and with the Board's approval, advertise the budget. There are a few pieces we want to talk about tonight and Mrs. Reukauf is available to answer any questions from the Board. Mrs. Reukauf spoke about the 2025 year-end projections. Our revenues are above what we expected, and our expenses are below what we budgeted for all of the funds. As we move closer to the year end, we found that certain revenues have far exceeded our budget due to the ongoing construction by North Point at the Keystone Trade Center. Our building, electrical and HVAC permits, in total, exceeded our budgeted figures by \$5.4M. With that additional revenue coming into the general fund, that will allow us to transfer \$5M less from the Host Community Fees than we had originally budgeted. By leaving those funds in the Host Community Fees, we can do a couple of things. We can add \$2M back to our savings plan. The long-term savings was depleted somewhat through the construction of the new municipal center so we can put some of the money back in there. We can add an additional \$2M to our already budgeted \$2M to go into the Police Pension Plan. We have a very large unfunded liability in the Police Pension Plan so it would do the Township a great service to reduce that as quickly as possible. That will, in the future, allow us to reduce our annual MMO to the Police Pension Plan and then we can allot an additional \$1M than originally planned to the Willow Drive Road Program for 2026. We had originally thought to do \$1M worth. Now we could do \$2M, which is about half of the work that was estimated to be done. It is important that we use the funding in Host Community Fees for current capital projects but also to address known long-term liabilities because we need to have a structurally balanced budget. That means setting aside funds for liabilities we know are coming up in the future. If we reallocate the 2025 excess revenues and with the proposed 2026 Budget, we will make significant progress to ensuring future financial stability. We have reached the third and final workshop for the proposed budget. Mrs. Reukauf said she appreciates the conversations with Board members to determine project priorities and aligning our goals. The proposed budget will be presented to the Board on November 24, 2025 and advertised for public inspection on November 25, 2025. The public inspection of the budget will be held from November 26, 2025 through December 16, 2025 at local libraries and posted on the Township website. The Board will be asked to consider adoption of the 2026 Budget at the Board meeting on December 16, 2025. Member Mullen asked how much it would cost

Board of Supervisors – November 12, 2025

to fully fund the Police Pension Fund. Mrs. Reukauf said it is underfunded by about \$2M. Member Mullen asked Mrs. Reukauf how much money is still in the long-term savings account. Mrs. Reukauf said there is about \$25M left in that fund. Member Mullen said when Mrs. Reukauf says putting that \$2M back there; would you consider that equal in priority to funding the police pension fund? Mrs. Reukauf said both items address our long-term needs. One would be to have those funds as a cushion for when the landfill closes and the other is to fund a known liability that we have coming up each year. They are equally important, and we also generate interest income, so that will not only reduce some expenses, but we will add income with the money going off the savings account. Mr. Shepherd said one thing you will find when it comes to the Police Pension Fund, is that a lot of towns are not fully funded. To do 100% is not that common throughout the state, but we want to have a plan that is funded with an eight or a nine in front of it, like 80%, 85% or 90%, rather than where we are at 65%. That is not the place we want to be. If we can get to an eight or a nine, we'd be looking a lot healthier. Mr. Shepherd said we still need to work on this and it will take some time but if we make a concerted effort over the next five to ten years, we should be able to knock that number down significantly. We have to be cautious about it because it is easy to spend the money on something else. Member Mullen said we'll factor that into our long-term strategy plans. Chairman Dence pointed out what Mr. Shepherd said about the Police Pension Plan never being completely funded. Mr. Shepherd wanted to talk about the Special Revenue Funds. Mrs. Reukauf has broken out all the different funds where we collect various millages for various funds - General Fund, Street Lighting, Parks and Recreation and Rescue Squad. Over the course of the last four to five years, probably even longer than that, we haven't made any increases in any of those funds, and we are recommending for 2026, an increase of one mill in the Parks and Recreation fund. They are making that recommendation because we spoke about that in our previous meetings to try to get our budget more in order. We are trying to make sure all of our operating costs come out of operating funds rather than any sort of capital fund or the host fund. To make that work in Recreation and to make that work properly, a 1 mill increase is recommended. To figure out what that means for the average homeowner, Mrs. Reukauf calculated that the average homeowner would probably be around \$2.50 a month, maybe a little bit lower. She used a \$30,000 average assessed valuation. That is what the average homeowner is going to pay in additional taxes if we do the 1 mill increase. All the other funds are recommended to stay at the existing millages for 2026. Chairman Dence asked if it was two years ago when they increased the fire fund. Mrs. Reukauf said it was a 3 mill increase in 2023. All the other millages stay consistent. For some of them, like street lighting and fire hydrant, we're able to have enough revenue in those accounts and we are able to fund those adequately, including the General Fund. For Capital Budget highlights, the Willow Drive reconstruction is a project Mr. Jones recommended. The cost is around \$4M total. We originally recommended breaking it into four pieces but by adding that additional funding, we could hopefully do it over two years, maybe in 2026 and 2027. It would probably be less impactful on the residents to try to get it done over two years rather than four years. When we talk about capital projects, we included an electric cart in the budget for the Parks Department. The electric cart can be utilized on the trails, collecting trash and can be used for special events. Mr. Andrews has looked at two or three different variations, both new and used, that could be considered. For 2026, Mrs. Reukauf said there are a few outstanding

Board of Supervisors – November 12, 2025

items that need clarification. Mrs. Reukauf said everything we've discussed so far in the budget has been allotted as discussed. The first one is the Quaker Penn Park boat dock repairs. The quote was received today in the amount of \$20,850. That will be added to the Host Community Fees budget. Another item is the Penn's Grant Park renovation and that is not anywhere in the budget at this time because Mrs. Reukauf said she did not know the preference and timing of that project. We do have some updated numbers which have driven the cost of that project down and Mr. Andrews has some additional updates. The cost has come down by \$100K. For the baseball field remaining repairs, we have a balance in the budgeted amount for 2025 of about \$70K, of which we've budgeted \$77K. Mr. Andrews has quotes for finishing up any work that needs to be done and we can complete it under that amount. We won't need to allot any new money in 2026 except for their regular annual contribution to the baseball program. Most of the work can be done in 2025, but we may have to push one item out to 2026 because it will have to go out to bid. You'll need three quotes for one of the fencing items. The final item is the Code Department's IMR Scanning Project. We had anticipated spending just over \$85,000 in 2026 and that amount is in the budget. The quote they received was over \$270K. What we'd like to propose is to make it a multi-year project and spread it out over three years by doing approximately \$85K or \$90K each year until the scanning is caught up. Member Palmer asked about the status of the Safety Town project and the grant revenue for \$50K. Mr. Shepherd said that is a private grant that has not yet been filed. It can be filed quarterly so we can do that or go for the other state grant through the DCNR. We wouldn't want to have those competing against one another so depending on the direction of the Board, if the thought is to move forward with it quicker; let's say build this project in 2026, Mr. Shepherd would recommend applying for the private grant source. They would probably know in January or February of next year if we are going to get those funds. If the grant is through DCNR, we are not going to know until later next year. If we don't know until later next year, we won't be building this project until 2027 so it's really timing on that and how quickly the Board wants to move forward with the project. Mr. Andrews said he agrees with Mr. Shepherd. With the Safety Town components, they've reached out to the Bucks County Technical High School and these may be things they could build. That is one avenue we are looking at. It is not a definite or anything as opposed to buying them and getting them installed. From a safety standpoint, the Penns Grant tennis courts need to be resurfaced. Mr. Andrews said they have options on how to proceed. Chairman Dence said Mr. Shepherd made a great point that if we fund it and do it, we still get the DCNR grant and just use it for something else in the parks. Chairman Dence prefers to go that route. Mr. Andrews said DCNR is looking for a lot of planning things like projects and trails so there are other things down the line. Mr. Andrews also suggested they update their Comprehensive Plan. The Board is in agreement to move forward with it for 2026. Mr. Shepherd said they will also apply for the private grant and get that submitted prior to the end of the quarter. Chairman Dence said this is a great budget and it was a nice process having Mr. Shepherd on board. Chairman Dence and Mr. Shepherd thanked Mrs. Reukauf. She has done a wonderful job and has these numbers in order.

Board of Supervisors – November 12, 2025

**ITEM # 6 MYNB, LLC – CONDITIONAL USE APPLICATION – 301 W
TRENTON AVENUE – TMP # 13-035-074-001**

The applicant has requested a time extension to the December 16, 2025 Board meeting. They will be appearing before the Planning Commission in November. Chairman Dence moved to approve the continuance request for MYNB, LLC Conditional Use Application, 301 W Trenton Avenue, TMP # 13-035-074-001 to the December 16, 2025 meeting; Member Mullen seconded the motion; all board members were in favor. (3-0)

ITEM # 7 MANAGER COMMENT

There was no action on this agenda item.

ITEM # 8 BOARD COMMENT

Member Mullen wishes a Happy Veteran's Day to all Falls Township residents who were honored on Veterans Day and a Happy Thanksgiving.

Member Mullen moved to adjourn the meeting; Member Palmer seconded the motion; all board members were in favor. (3-0) The meeting was adjourned at 6:00 p.m.

Brian Galloway

Brian Galloway, Secretary