

**Upper Makefield Township Board of Supervisors
January 5, 2026 Reorganization/Regular Meeting Minutes**

The January 5, 2026 Reorganization meeting of the Upper Makefield Township Board of Supervisors was called to order by Ms. Taylor at 7:30 p.m. In attendance were the following members of the Board of Supervisors: Yvette Taylor, Ben Weldon, Braun Taylor, Tom Cino, and Supervisor-Elect Elizabeth Thompson. Also in attendance were Township Manager Gregg Schuster, Assistant Township Manager Judy Caporiccio, Township Solicitor Will Oetinger, and Chief Mark Schmidt.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Ms. Taylor led in the recitation of the Pledge of Allegiance, which was followed by a moment of silence.

ADMINISTRATION OF OATHS OF OFFICE - The Honorable Mick Petrucci

District Judge Mick Petrucci administered Oaths of Office to the Elected Auditor John Romano, Tax Collector Rich Krollman and Supervisor Elizabeth Thompson.

PUBLIC COMMENT

Sarah Baicker, 123 Walker Road, congratulated newly elected supervisor, Ms. Thompson.

Priscilla Lindon, 50 Dillion Way, congratulated all newly elected officials and wished them well in their positions.

Ron Smolow, 56 Betts Drive, congratulated the recently elected tax collector, auditor, and supervisor, and wished them well in their new roles.

Cheryl Rickett, 15 Milyko Drive, congratulated all three newly elected officials, thanked the Board of Supervisors for their dedication, and encouraged them to continue working collaboratively.

Chelsea Purtill, 7 London Court, congratulated Ms. Thompson on her new role and wished her success.

RE-ORGANIZATION OF THE BOARD

Appointment of Interim Chair

A motion was made by Mr. Weldon and seconded by Ms. Taylor to appoint Township Manager Gregg Schuster as Interim Chair. Motion carried by unanimous vote.

Election of Chair

Mr. Schuster then accepted nominations for Chair. Ms. Taylor thanked the Board for their support during her terms as Chair and then made a motion to nominate Mr. Weldon as Chair. Motion seconded by Mr. Taylor and carried by unanimous vote.

Mr. Weldon presided over the meeting from this point forward and thanked the Board for their support.

Election of Vice Chair

A motion was made by Ms. Thompson and seconded by Ms. Taylor to nominate Mr. Taylor as Vice Chair. Motion carried by unanimous vote.

Election of Township Treasurer & Set Treasurer's Bond

(Bond Currently set at \$1,000,000)

A motion was made by Mr. Taylor and seconded by Ms. Taylor to nominate Ms. Thompson as Township Treasurer. A motion was made by Mr. Taylor and seconded by Ms. Taylor to set the bond for Township Treasurer at \$1,000,000. Motion carried by unanimous vote.

ELECTED AUDITOR OPEN POSITION

Mr. Weldon acknowledged that there is a vacancy in the Elected Auditor position that expires December 31, 2031 and explained the procedure is to fill the position until the next municipal election.

A motion was made by Ms. Thompson and seconded by Ms. Taylor to appoint Rick Yborra as interim Elected Auditor through December 31, 2027 to the term which expires December 31, 2031. Motion carried by unanimous vote.

District Judge Mick Petrucci then administered the Oaths of Office to the Elected Auditor Rick Yborra.

APPOINTMENT OF TOWNSHIP MANAGER AND CONSULTANTS

A motion was made by Ms. Taylor and seconded by Ms. Thompson and approved unanimously to appoint Gregg Schuster as Township Manager/ Secretary/Right to Know Officer; Judy Caporiccio as Assistant Township Manager/Assistant Secretary/Assistant Right to Know Officer; Grim, Biehn & Thatcher as Township Solicitor; Gilmore & Associates as Township Engineer; CKS Engineers, Inc. as Township Water & Sewer Engineer; and Eckert Seamans as Labor Counsel. Motion carried by unanimous vote.

BOARD OF SUPERVISORS – LIAISON APPOINTMENTS

A motion was made by Mr. Weldon and seconded by Mr. Cino and approved unanimously to appoint the following Board of Supervisor liaisons for 2026:

Planning Commission – Braun Taylor
Park & Recreation Board – Tom Cino
Historical Advisory Commission – Yvette Taylor
Historic Architectural Review Board – Braun Taylor
Fire Company – Ben Weldon
Police Department – Yvette Taylor
Council Rock School Board – Elizabeth Thompson
Environmental Advisory Council – Ben Weldon
Financial Advisory Committee – Braun Taylor
Investment Committee – Tom Cino
Traffic Advisory Committee – Ben Weldon
Non-Uniformed Employees – Yvette Taylor
National Veterans' Cemetery – Ben Weldon
Public Works - Yvette Taylor
Emergency Management – Elizabeth Thompson
Agricultural Security Advisory Board (voting member and Chair) – Tom Cino
Jointure Representative – Ben Weldon
PSATS Voting Delegate for 2026 – Elizabeth Thompson

FINANCIAL INSTITUTIONS/MILEAGE RATE/TAX COLLECTION COMMITTEE DELEGATES

A motion was made by Mr. Taylor and seconded by Ms. Taylor to authorize that Township funds be deposited with First National Bank & Trust Co. of Newtown, Penn Community Bank, PLGIT (Pennsylvania Local Government Investment Trust) and Argent Institutional Trust Company. Motion carried by unanimous vote.

2026 MILEAGE RATE

A motion was made by Ms. Taylor and seconded by Ms. Thompson to set the mileage rate for 2026 at the IRS designated rate of 72.5 cents per mile. Motion carried by unanimous vote.

RESOLUTION NO. 2026-01 – APPOINT BUCKS COUNTY TAX COLLECTION COMMITTEE DELEGATES

A motion was made by Mr. Taylor and seconded by Ms. Taylor to approve Resolution No. 2026-01 appointing Bucks County Collection Committee Delegates. Motion carried by a unanimous vote.

RESOLUTION NO. 2026-02 – AUTHORIZING PAYMENTS OF CERTAIN OPERATING DISBURSEMENTS

A motion was made by Ms. Taylor and seconded by Ms. Thompson to approve Resolution No. 2026-02 authorizing payments of certain operating disbursements. Motion carried by unanimous vote.

RESOLUTION NO. 2026-03 – AUTHORIZING BANK SIGNATURES

A motion was made by Mr. Taylor and seconded by Ms. Taylor to approve Resolution No. 2026-03 authorizing bank signatures. Motion carried by a unanimous vote.

NEWSPAPERS/MEETING DATES

A motion was made by Ms. Taylor and seconded by Ms. Thompson to establish that Legal Notices be placed in the Advance, Courier Times or Philadelphia Inquirer. Motion carried by unanimous vote.

2026 BOARD OF SUPERVISORS MEETING DATES

A motion was made by Mr. Taylor and seconded by Ms. Taylor to establish the third Tuesday of each month as meeting day for the Board of Supervisors in 2026. All meetings will be held at the Municipal Building beginning at 7:30 p.m. Motion carried by unanimous vote.

BOARD AND COMMISSION REAPPOINTMENTS

Volunteer Board Resignations

A motion was made by Mr. Taylor and seconded by Ms. Taylor and approved unanimously to accept the resignations of Elizabeth Thompson from the Environmental Advisory Council and the Financial Advisory Committee. Motion carried by unanimous vote.

A motion was made by Mr. Weldon and seconded by Ms. Thompson to reappoint the following volunteer positions:

Planning Commission

Term expires 12/31/29 – Harry Barfoot

Environmental Advisory Council

Term expires 12/31/28 - Edward Hale

Term expires 12/31/28 – Carolyn Dorph

Park & Recreation Board

Term expires 12/31/30 – Andrew Reiss

Historical Advisory Commission

Term expires 12/31/30 - Ellen Goldblatt

Historic Architectural Review Board (HARB)

Term expires 12/31/30 – Petter Gilles

Financial Advisory Committee

Term expires 12/31/28 - Melissa Paparone

Vacancy Board Chair

Term expires 12/31/26 - Carolyn Dorph

Investment Committee

Term expires 12/31/29 – Tom Linus

Building Code Board of Appeals

Term expires 12/31/28 – Bret Jackson

Motion carried by a 4-0-1 vote with Mr. Taylor abstaining due to a personal relationship with one of the appointees.

ANNOUNCEMENTS

Mr. Weldon made the following announcements:

- The Board approved the 2026 meeting schedule earlier this evening as the third meeting of each month. The next Board of Supervisors Regular meeting will be on January 20, 2026 at 7:30 p.m.
- Township offices will be closed for the Martin Luther King holiday on Monday, January 19.

Bridge Update:

- The next meeting of the Delaware River Joint Toll Bridge Commission is Monday, January 26, 2026 at 10:30 a.m. The Township continues to encourage residents to attend, either virtually or in person. Check the Toll Bridge Commission website dedicated to this project for updates, www.washingtoncrossingbridge.com.

APPROVAL OF MINUTES AND BILLS

A motion was made by Mr. Cino and was seconded by Ms. Taylor to approve the December 2, 2025 Board of Supervisors meeting minutes. Motion carried by unanimous vote.

A motion was made by Mr. Cino and seconded by Ms. Taylor to approve the January 5, 2026 Bills Payable List in the amount of \$405,913.03. Motion carried on a unanimous vote.

SOLICITOR'S REPORT

There was no Solicitor's report.

PLANNING & ZONING ISSUES

There were no Planning & Zoning issues.

MANAGER'S REPORT

Resolution No. 2026-04 – Right to Know Policy Update

A motion was made by Mr. Cino and seconded by Ms. Taylor to approve Resolution No. 2026-04 updating the Right to know Policy. Motion carried by unanimous vote.

439 West Brownsburg Road Subdivision – Site Construction Escrow (Cash) Release Request No. 2 (Final)

Mr. Schuster requested approval of the 439 West Brownsburg Road Subdivision Site Construction Escrow (Cash) Release No. 2 (Final) in the amount of \$154,854.25 as recommended by Tri-State

Engineers. Following discussion, a motion was made by Mr. Cino and seconded by Ms. Taylor to approve Payment Request No. 2 (Final) in the amount \$154,854.25. Motion carried by unanimous vote.

Kaniewski Ranch Subdivision Escrow Release No. 1, 2955 Windy Bush Road

Mr. Schuster requested approval of the Kaniewski Ranch Subdivision Escrow Release No. 1 in the amount of \$504,129.08 as recommended by Gilmore Associates. Following discussion, a motion was made by Mr. Cino and seconded by Ms. Thompson to approve Payment Request No. 1 in the amount \$504,129.08. Motion carried by unanimous vote.

Elevator Maintenance Agreement

A motion was made by Mr. Cino and seconded by Mr. Taylor to approve the Agreement with Kenor, LLC to provide quarterly elevator maintenance at the Police Department at a cost of \$250/quarter. Motion carried by unanimous vote.

Bolted Steel Glass Lined Water Storage Tank Maintenance Contract – Change Order No. 1

Mr. Schuster provided an explanation of Change Order #1 reducing the contract amount by (\$6,920.00) due to modifications to the scope of work related to the method of inspection. Following discussion, a motion was made by Mr. Cino and seconded by Ms. Thompson to approve Bolted Steel Glass Lined Water Storage Tank Maintenance Project Change Order #1. Motion carried by unanimous vote.

ENGINEER'S REPORT

There was no Engineer's report.

BOARD AND COMMISSION REPORTS

Mr. Weldon noted that the Environmental Advisory Council minutes of October 14, 2025 and Planning Commission minutes of October 15, 2025 were in Board packets.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

A motion was made by Mr. Cino and seconded by Ms. Taylor to adjourn at 8:04 p.m. Motion carried by unanimous vote.

Respectfully submitted,



Judy Caporiccio

Assistant Township Manager

Approved: January 20, 2026