

LOWER SALFORD TOWNSHIP
BOARD OF SUPERVISORS MINUTES
December 3, 2025

Chairman Keith Bergman called the Lower Salford Township Board of Supervisors meeting to order at 7:30 p.m. Supervisors present were Chris Canavan, Kevin Shelly, Dave Scheuren and Kent Krauss. Also, present were Joseph Czajkowski, Township Manager; Holly Hosterman, Assistant to the Township Manager; Director of Building and Zoning, Mike Beuke; Township Solicitor, Andy Freimuth; Township Engineer, Michele Fountain; and Grace Kelley, Special Projects Coordinator.

Chairman Bergman led all in the Pledge of Allegiance.

Public Comment – There was no public comment

Consent Agenda

Supervisor Scheuren moved to approve the consent agenda as presented. Supervisor Krauss seconded the motion. The motion passed 5-0.

Committee Reports

Chairman Bergman reminded those present that the schedule of upcoming Township meetings was listed on the bottom of the agenda.

Zoning Hearing Board

Mr. Beuke stated that there were no applications before the ZHB in December.

Park Board

Mrs. Hosterman reported that the next meeting of the Park Board is scheduled for January 27th at 7:00pm.

Fire Chief

Chief Ryan Nase reported that the fire company responded to 39 calls in the month of November. He said that there were 9 firefighters responding per call and that they were in service for 24 hours and 48 minutes. Chief Nase said that the Fire Company's annual Santa Run is scheduled for December 13th. He said that the fire company will be collecting non-perishable food items for Shepard's Shelf food

bank. In addition he said that they and Santa will be attending the Holiday Market and visiting some of the local schools.

Freedom Valley Medical Rescue

Chief Colleen Haines read a letter thanking the Board for the donation of the Ram Pickup truck to the rescue corp. She said that it has been painted and is now in service. Chief Haines said that the Corp was in service for 744 hours and that there was 100% ALS (paramedic) coverage in Lower Salford. She said that year to date they have responded to 2127 calls, of that, 1343 were in Lower Salford Township.

Communications Committee

Supervisor Shelly reported that the Communications Committee is reviewing various technologies for summarizing meetings. Supervisor Shelly introduced Jessica Bancroft who is interested in coming on the committee as an Associate member. He recommended that the Board appoint her at the reorganization meeting in January.

Recreation Authority

Chairman Bergman reported that the Authority will meet on December 12th at 7:00pm. He said that the golf club did well in November and anticipates that they will end the year ahead of budget.

Lower Salford Industrial Development Authority

Supervisor Canavan said that the LSIDA will be meeting on December 11th at 7:30am to discuss a loan modification issue.

Unfinished Business

A. Resolution 2025-37 – Adopting the Year 2026 Municipal Budget Documents

Mr. Czajkowski outlined the budget for 2026 noting that there was no general fund tax increase. Supervisor Canavan moved to adopt resolution 2025-37. Supervisor Scheuren seconded the motion. The motion passed unanimously.

B. Resolution 2025-38 – Enacting the Tax Rates/Assessments for the 2026 Calendar Year – Supervisor Canavan moved to adopt Resolution 2025-38. Supervisor Scheuren seconded the motion. The motion passed unanimously.

- C. Resolution 2025-39 - Accepting Deeds of Dedication for Springhill Drive, Alderfer Park Access, Maple Avenue, Foxtail Drive and Huckleberry Lane – Supervisor Canavan moved to adopt Resolution 2025-39. Supervisor Scheuren seconded the motion. The motion passed unanimously.
- D. Maintenance Agreement for Park Crossing at Salford – Supervisor Canavan made a motion to approve the Maintenance Agreement. Supervisor Scheuren seconded the motion. The motion passed unanimously.
- E. 355 Maple Avenue Trail Waiver Request- Township Engineer, Michele Fountain said that the developer wanted to change the specification for the trail from 6 inches of stone and 3.5 inches of asphalt to 4 inches of stone and 3.5 inches of asphalt. Supervisor Shelly said that he was disappointed that this trail was not installed 3 years ago and said that the developer would be dealing with any issues of liability for the change in the specifications. Supervisor Canavan moved to approve the request. Supervisor Krauss seconded the motion. The motion passed 4-1 with Mr. Shelly voting no.
- F. Recommendation to Award Contract – 2025 Wheel loader Mounted Snowplow – Supervisor Canavan moved to award the contract to R.E. Little, Inc. in the amount of \$51,169. Supervisor Scheuren seconded the motion. The motion passed unanimously.

New Business

- A) 2026 Bituminous Pavement Base Repair Contract – Authorization to Advertise – Supervisor Canavan moved to authorize advertisement. Supervisor Scheuren seconded the motion. The motion passed unanimously.
- B) 2026 Pavement Markings Contract – Joint Contract with Franconia Township – Authorization to Advertise – Supervisor Canavan moved to authorize advertisement. Supervisor Scheuren seconded the motion. The motion passed unanimously.
- C) 2026 Construction Equipment Rental with Operator – Prevailing Wage Contract – Authorization to Advertise – Supervisor Canavan moved to authorize advertisement. Supervisor Scheuren seconded the motion. The motion passed unanimously.

D) Motion to Approve Memorandum of Understanding – Harleysville Volunteer Fire Company Financial Contribution – Supervisor Canavan moved to approve the memorandum of understanding. Supervisor Scheuren seconded the motion. The motion passed unanimously.

E) Ordinance 2026-01 – Earned Income Tax Increase for Open Space – Authorization to Advertise – Supervisor Canavan moved to authorize advertisement of Ordinance 2026-01. Supervisor Scheuren seconded the motion. Chairman Bergman explained that this $\frac{1}{4}\%$ increase would be for the acquisition and maintenance of open space only. Supervisor Canavan noted that the revenue generated by this EIT increase would be used to purchase the Allebach property which the Township currently has under agreement of sale. The motion passed unanimously.

Public Comment – Scott Bamford asked for clarification that the Township earned income tax would go from $\frac{1}{2}$ percent to $\frac{3}{4}$ percent. Chairman Bergman said that that is the case. Mr. Bamford then asked what the overall increase in the 2026 budget versus 2025. Mr. Czajkowski said that the budgeted increase for 2026 is about 2%. Mr. Bamford asked why the trail at 355 Maple needed a waiver. Supervisor Canavan explained that the stone depth specifications on the original plan and the Township stone specification were different.

Supervisor Shelly made a statement to thank the Township for the opportunity to serve on the Board of Supervisors. Additionally, he thanked his fellow board members, and Township staff who serve and work for the betterment of the community. He said that he was proud of what was accomplished over the last 6 years, especially the establishment of the Communications Committee and improvements in the communications between the Township and the residents. Supervisor Canavan thanked the residents of the Township for allowing him to serve for over 20 years, first on the Sewer Authority and then on the Board of Supervisors. Mr. Canavan said that it has been a privilege to work with fellow board members, past and present, who always put the Township first, and with the finest municipal staff in Montgomery County, as well as the finest volunteer fire company and ambulance service. He congratulated the incoming Board of Supervisors and wished them well and offered his assistance and advice. Chairman Bergman thanked both Mr. Shelly and Mr. Canavan saying that the Community

owed them a debt of gratitude. The other members of the board echoed those sentiments.

Mr. Czajkowski said that there was a need for an executive session to discuss a matter of real estate and a personnel matter. The Board will not be reconvening.

There being no further business, Mr. Freimuth moved to adjourn at 8:08 pm.

Respectfully Submitted,

Joseph Czajkowski

Township Manager