



Board of Supervisors

Regular Meeting

425 Wells Road
Doylestown, PA 18901
www.doylestownpa.org
Twitter: @DoylestownTwp
www.facebook.com/doylestowntwp
215-348-9915

~ Minutes ~

Tuesday, February 16, 2016

7:00 PM

Public Meeting Room

I. 7:00 PM REGULAR MEETING

Members of the Board of Supervisors in attendance included; Chairperson: Barbara N. Lyons and Supervisors: Ken L. Snyder, Shawn Touhill and Ryan Manion.

Township Staff in attendance included Township Manager; Stephanie J. Mason, Director of Operations; Richard E. John, Township Solicitor; Jeffrey P. Garton, Chief of Police; A. Dean Logan and Township Engineer; Mario Canales.

Absent: Vice Chairman: Richard F. Colello

- A. Pledge to the flag
- B. Visitors/Public Comment
No comments

II. ANNOUNCEMENTS

- A. The next meeting of the Board of Supervisors is scheduled for Tuesday, March 1, 2016 at 4:00PM.
- B. 2016 Stormwater Survey – Residents can complete this survey on the Township website www.doylestownpa.org to share thoughts about our storm water outreach.
- C. Movie and Ski Tickets are available. Please contact the Administration Offices for prices and availability.
- D. Nominations for the Unsung Hero Award are being taken – please have nomination into the administration office by March 1, 2016.
- E. RED CROSS SPRING BLOOD DRIVE! - Monday, April 11, 2016 - 2PM to 7PM @ the Activity Center. Schedule appointment at www.redcrossblood.org.

III. MINUTES APPROVAL: February 2, 2016

Mr. Touhill made a MOTION; seconded by Mr. Snyder the February 2, 2016 Doylestown Township Board of Supervisors Regular meeting minutes be approved.

MOTION was ADOPTED 4 to 0.

IV. CORRESPONDENCES**A. Boards and Commissions**

1. Resignation Traffic Advisory Committee

Mr. Snyder made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors accept Dori Vicente's resignation as a member of the Traffic Advisory Committee.

MOTION CARRIED 4 to 0.

2. Consideration for Appointment

Ms. Manion made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors appoint David S. Laustsen as a member of the Telecommunications Advisory Board.

MOTION CARRIED 4 to 0.

Mr. Touhill made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors appoint Joseph Hebert as a member of the Dog Park Advisory Board.

MOTION CARRIED 4 to 0.

V. REPORTS**A. Solicitor**

1. Bond Anticipation Resolution

Mr. Garton presented for Board approval a draft of Resolution pertaining to two future major projects as the municipal building renovations and Chapman Road Bridge. In order for the General Fund to be expensed properly and the township be reimbursed, a bond anticipation resolution is needed to be created. Mr. Garton noted the resolution was updated with Mr. Colello's corrections.

Ms. Manion made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors approve the Bond Anticipation Resolution drafted by Township Solicitor; Jeffrey P. Garton.

MOTION was ADOPTED 4 to 0.

B. Police Chief

Chief Logan submitted for Board acknowledgement, his memorandum notifying residents due to the construction by PennDot to widen the roadway along Route 313, a portion of Pheasant Road will be closed due to site distance issues. The road closure is to temporarily prevent turning movements from Pheasant Road onto Route 313. A detour plan will be set up directing cars around the area.

Mrs. Lyons questioned if vehicles will be able to turn off Route 313 onto Pheasant Road. Chief Logan indicated yes and no turning movements will be restricted off of Route 313.

Mr. Snyder questioned what was the concern raised. Chief Logan answered; upon receiving information from a resident informing due to site distance issues, because of extremely mature shrubbery technically along the right of way. If the trees are removed, it will become permanent.

The temporary road closure will be in effect until spring of 2016, when PennDot anticipates work to be done.

Mr. Garton noted because of the safety issues it is within the Police department's jurisdiction, no action is required of the Board of Supervisors.

C. Township Engineer

No report

D. Manager

1. Tax Penalty Reimbursement

Ms. Mason reported resident; Edward Rothe of 390 Edison Furlong Road request to receive a 2014 and 2015 Real Estate Tax penalty and interest reimbursement in the amount of \$94.15.

Mr. Garton noted reimbursements for tax penalties and interest are normally granted once a breakdown in the system of receiving notice is found. However, there is no obligation on the part of the Board to grant request.

Upon a brief discussion, the Board denied Mr. Rothe's request and determined no reimbursement will be funded.

E. Supervisors

Mr. Touhill reported this month's Environmental Advisory Council meeting was canceled due to the snow storm. Park & Recreation Board are planning for 2016 by prioritizing additions, enhancements and general use for the amphitheater. They are also discussing expanding the concert series and other opportunities. Sponsorship are still available and anyone interested can contact either Park & Recreation Director; Karen Sweeney or Township Manager; Stephanie Mason. Opportunities are limited and requests should be made as soon as possible. Sponsorship pricing begins at \$100 through \$5,000.

Mr. Snyder reported the Building Renovation Committee met with Architect; John Phillips last week and found there is enough funding available to move forward in receiving architectural drawings. Ms. Mason and Mr. Phillip are scheduled to meet with the township staff on February 19th to discuss status of the project and begin the process in receiving drawings.

With the township's pension account not 100% funded, Mr. Snyder requested Board comments regarding if the Ways & Means Committee should review alternatives to allocate additional funds, time lines and impact in order to prepare for the budget process as was discussed at the Pension Committee. Upon a brief discussion, the Board agreed to have the committee review the pension issues in January of 2017.

Mr. Snyder noted at the Board of Supervisors Reorganizational meeting in January, the 2016 Proposed Guidelines for Supervisors, Public Meeting and Chairperson Sections I, II, III did not include an amendment incorporated in 2015 where "any Board Liaison who cannot attend an appointed Board and/or Commission meeting shall make every attempt to have another Board member attend on his or her behalf in order to ensure a Supervisor is in attendance at every meeting"

Mr. Touhill made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors amend the 2016 Proposed Guidelines for Supervisors, Public Meeting and Chairperson Sections I, II, III to include the statement that any Board Liaison who cannot attend an appointed Board and/or Commission meeting shall make every attempt to have another Board member attend in his or

her behalf in order to ensure a Supervisor is in attendance at every meeting effective February 16, 2016.

MOTION was ADOPTED 4 to 0.

Ms. Manion reported the Pennsylvania Recreation and Park Society selected the Doylestown Township Bike & Hike Committee as winners of the Community Champion Award to be received at a banquet to be held on March 15, 2016. Mrs. Lyons announced should the attendance of the Board be required, the March 15, 2016 regular meeting will be re-scheduled.

The Family Fun Fitness event will be held on Sunday, May 15th from 11:00am until 3:00pm.

VI. UNFINISHED BUSINESS

VII. NEW BUSINESS

A. Exonerate Tax Collector

Ms. Manion made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors acknowledge and exonerate the Tax Collector to permit delivery of unpaid tax payments in the amount of \$28,187.13 to the Tax Claims Bureau.

MOTION was ADOPTED 4 to 0.

A. LAND DEVELOPMENT

1. 651 N Shady Retreat Road – Extension Request

Mr. Touhill made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors grant a 90 day extension to Gilmore & Associates, Inc Engineering firm to review preliminary plans regarding the property at 651 N Shady Retreat Road effective February 10, 2016.

MOTION was ADOPTED 4 to 0.

B. BIDS

1. 2016 Road Program

Upon reviewing Mr. John's February 4, 2016 memorandum regarding the 2016 Bids results for the Road Program, Mrs. Lyons noted several roads on the bid are scheduled to be re-paved. The bid is within the budget amount of \$800,000 for bridge and road work. All roads scheduled to be re-paved will be listed on www.doylestownpa.org.

Resident; Keith Peters suggested not have scheduled road work on election day which may obstruct the entrance to polling locations. Mr. John responded the Township will try to accommodate the request.

Ms. Manion made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors waives the requirement for certain original documentation as in the best interest of the Township and award a contract for the 2016 Road program to James D. Morrissey, Inc in the amount of \$763,987.10.

MOTION was ADOPTED 4 to 0.

2. Lorin Moise, 137 Willowbrook Drive, Doylestown, PA 18901 – In Law Suite
As per the recommendation of Ms. Mason, the Doylestown Township Board of Supervisors agreed by consensus to forward Lorin Moise of 137 Willowbrook Drive request for special exception request for variance to the Zoning Hearing Board.
3. Roxanne & Scott Bobowitz, 31 Bridal Drive, Furlong, PA 18925 – Variance Impervious Surface
As per the recommendation of Ms. Mason, the Doylestown Township Board of Supervisors agreed by consensus to forward Roxanne & Scott Bobowitz of 31 Bridal Drive in Furlong request for variance to the Zoning Hearing Board.
- C. Treasurer's Report – February 16, 2016
Mr. Snyder made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve the February 16, 2016 Treasurer's Report.

MOTION was ADOPTED 4 to 0.
- D. Bills List – February 16, 2016
Mr. Snyder made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve the February 16, 2016 Bill's List in the amount of \$251,799.36

MOTION was ADOPTED 4 to 0.

VIII. ANNOUNCEMENTS

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- D. Nominations for the Unsung Hero Award are being taken – please have nomination into the administration office by March 1, 2016.
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IX. ADJOURNMENT

Hearing no further business, the February 16, 2016 Board of Supervisors Regular meeting was adjourned at 7:23pm.

Respectfully submitted;

Stephanie J. Mason
Secretary