



Board of Supervisors

Regular Meeting

425 Wells Road
Doylestown, PA 18901
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215-348-9915

~ Minutes ~

Tuesday, September 16, 2014

7:00 PM

Public Meeting Room

I. 7:00 PM REGULAR MEETING

Members of the Board of Supervisors in attendance included Chairman; Barbara N. Lyons, Vice Chairman; Richard F. Colello, 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.

A. Pledge to the flag

The Board met in Executive Session, prior to the meeting to discuss matters of the Police Benevolent Association (PBA) contracts, labor relations and bargaining.

B. Presentations

1. Sensory Trail Update – K. Sweeney

Parks and Recreation Director; Karen Sweeney provided the Board with a brief update of the Sensory Trail status. She began with an overview of the trail by explaining the goal is to provide assistance to a large number of residents who have difficulties visiting the park, due to park amenities not being conclusive in providing a beneficial environment. With nature being the ultimate sensory experience, the trail moves forward beyond four walls to provide children an active role in the process.

Sensory integration is a method the body uses to take in information. The trail will assist individuals within the autistic spectrum and/or have physical handicaps the input opportunity in a way that is beneficial. Ms. Sweeney then reported; 1 in 20 children are affected with a sensory processing disorder, 1 in every 6 children suffers from sensory symptoms which affects aspects of every day life. In 2012, 1 in 88 children were identified with an autism spectrum disorder. Some examples of sensory input that is brought into everyone's system are touch, sight, sound, spinning, motor and planning.

The sensory trail is located at the upper end of Central Park towards the back side of the woods with access off the New Britain Road entrance. A trail has been installed and runs from the parking lot towards the woodland area. With assistance from Mr. Canales, Township Planning Consultant; Judy Stern Goldstein, Mr. John and Ms. Mason, the macadam trail has been designed and installed along the woodland area with sensory pods to be placed throughout the trail. The pods will have various types of equipment, each providing a beneficial developmental experience.

Upon meeting with various educational professionals, such as Central Buck School District Special Education Supervisors; Jill Schweizer, occupational therapists and parents, information was gathered regarding the best types of activities to incorporate and serve children with and without ambulatories. Each piece of equipment will meet different beneficial developments for sensory integration opportunities. In some areas there may be pod duplications, but received differently because of the equipment added. It will also allow for more users throughout the space. The intent of the installation is to be aesthetic as possible while staying within environment's colors, such as brown, tan and deep brick. The sensory wall will have play panels, each providing a different sensory input. They will potentially be in colors that blend with the environment.

Taking the integrity of the surface and woodlands roots into consideration, Boucher & James, Inc developed a decking system with minimal impact on to the earth itself to protect the roots of the trees. Upon meeting with a consultant, there is a possibility some of the equipment have fall heights. A resilient surface will be proposed for that area. A tile plate material can be used and mounted to create a soft fall surfacing off the decking. Also, a tactile piece of equipment called Boulder Creek will pull water or sand for climbing to provide a quiet area and weighs 6,000 pounds. A specific surfacing designed will need to be created.

A \$10,000 grant was initially received from the Foundations Community Partnership to assist with the engineering and plans to begin the project. Ms. Mason wrote a 50% matching grant request to the Department of Community and Economic Development (DCED) and \$221,000 was received as a matching grant. The total project cost is \$442,000. To date, trail construction and materials amounted to \$70,235. This leaves a balance of \$371,765 for pod development, survey work and decking with equipment. A price has been secured for the cost of equipment, delivery and installation. However, it's unsure if bidding will be needed for installation in house, so prices may change. Currently, pricing is being investigated on whether to purchase the pods individually or save money by purchasing the equipment all at once. It's possible to have a couple of the pods installed, then the remaining pods will be available for sponsorship. The Doylestown Lions Club agreed to sponsor an animal tracker pod with sound. Ms. Sweeney concluded she hopes other residents and businesses will show their support by sponsoring a pod.

Ms. Sweeney answered several questions from Mr. Snyder and Mrs. Lyons by indicating; all pods are currently designed. The balance presented is after the grants were spent and the cost of pods may go beyond. The balance will enable the pods to be placed in the ground. As the surfacing and decking arrives, the price of the pods will be known. Other funding sources will continue to be solicited. If the equipment was to be purchased, it will cost approximately \$115,623 installed. The final cost for each pod still needs to be determined. Twelve pods are identified, however it does not mean twelve will be installed. The integrity of woodlands will first need to be confirmed. The Lions Club has confirmed \$10,000 to purchase one pod. In order to determine the true cost of a pod, a location will need to be identified to work through the cost.

Mr. Colello commented he is relieved earth tones are proposed and has no reservations.

Resident; Lee Schwarz questioned how many pods can be purchased within the balance of the funds. Ms. Sweeney answered; it's hopeful approximately two to three pods can be purchased. The equipment number looks good, but the surfacing is estimated to cost 1 1/2 times more than the equipment. Some pods will have a fall height, where a resilient surface is needed. If they do not have a fall height, a concrete pad may be needed. Anything that is 2x2 square inches is considered a play surface. The highest point that fits that criteria is the highest fall.

Mr. Snyder questioned; have funds been allocated from the 2014 township budget for other funds that can be potentially provided, such as in-kind. Ms. Mason answered; the township prefers to stay within the current available funds. The township will provide its match in 2015. Ms. Mason added; the grant runs through 2016 so if not completed in 2015 it can be stretched.

2. How to Form a Neighborhood Watch – Sgt. Zeigler

Sergeant Zeigler of the Doylestown Township Police Department presented the Board with an overview on how to create a neighborhood watch. A neighborhood watch enable residents to become involved in the community and become better acquainted with their neighbors. It also provides a vested interest in the community and gives more responsibilities than just being a resident.

A community watch also creates a strong relationship with the police department by assisting with reporting incidents in a timely fashion when one liaison is responsible in relaying the information. Additionally, it creates an open minded communication for each neighborhood by creating an avenue to the police department.

Before forming a neighborhood watch, you should speak with your neighbors and generate an interested and group of people who are willing to participate. Organization will be key where a chain of command should be developed where one person will represent the neighborhood as a spokesperson on a regular basis. Collect contact information, such as email addresses and phone numbers of interested individuals. This will enable the group to keep communications open and discuss issues to address. Conduct regular meetings, so each member can discuss important issues and get to know one another.

- 1) During patrol times, develop a form of communication to where the person patrolling can contact another resident who is at a stationary position. This will save time if an incident should occur or if a resident hasn't been seen for a while during the time of the watch.
- 2) Try to develop a patrol schedule with dates, times and areas of patrol to keep organize and have everyone on the same page.
- 3) Include a map of the neighborhood with street names as part of the schedule. This will ensure the patrolling resident understands their location and can be easily located, if a situation should happen.
- 4) Be a good witness by only observing and keep safe. Never approach anyone or anything if you suspect a suspicious action. The police should be notified immediately of any suspicious vehicle or people.
- 5) Keep a log book or some form of record documenting occurrences during a watch. This will provide the next evening's patrol with information to be aware of and report should it happen again.
- 6) Try to gather a physical description of any suspicious activity, persons or vehicles involved. With vehicles, try to provide license plate number, color of the car, make, model and last direction of travel.
- 7) Call 911 immediately and wait for police to arrive at the location of record. Never follow anyone. Upon contacting the police, stay where you are and only provide a direction of travel and description to the police.
- 8) Provide the police with an accurate cellular number, so they can respond if units need find your location.

Sgt. Zeigler provided his contact information for additional assistance. He offered to meet with anyone interested in creating a neighborhood watch.

There are some areas that do not have traditional streets, such as along Limekiln Road. He suggested the

neighborhood watch look out their windows to report any suspicious activity. They should go through the same process as a traditional watch by contacting the police immediately and do not confront anyone.

Mrs. Lyons questioned; have the police identified the neighborhoods by names. Sgt. Zeigler answered; some neighborhoods have names, but will update if a neighborhood watch is created. Mrs. Lyons suggested the neighborhood names should be posted on the township's website.

Chief Logan added; Doylestown Lea is pretty much defined. Setting up a neighborhood watch off a rural street is different. If a number of these streets can coordinate a watch liaison to meet with the police on a periodic basis, it will enable an open communication of occurrences to streets that are inter-related.

Mr. Snyder questioned how many active watches are in place. Chief Logan answered; currently no neighborhood watches are in place. He reported the most difficult part is the coordination and time from the residents. Mr. Garton indicated 24 hours, 7 day a week watch is not required. The township and police appreciates any time that can be taken.

Mr. Colello commented a neighborhood watch enables a resident to meet and get to know their neighbors. The results are amazing. He then thanked Sgt. Ziegler for the presentation.

C. Visitors/Public Comments

No comments.

II. ANNOUNCEMENTS

- A. The next meeting of the Doylestown Township Board of Supervisors will be held on Tuesday, October 7, 2014.
- B. The Board of Supervisors and the Ways and Means Committee will hold a 2014 Budget Work Session on Tuesday, September 23, 2014. The meetings will be held at the Municipal Building at 4:00 PM. Public is welcome to attend.
- C. Neighborhood Trail Awareness Day – September 28, 2014 – 8:00 AM – 4:00 PM. Come hike, bike and walk through Doylestown to get to know the many trails in our area. All tours begin at Doylestown Hospital. For more information on this event please visit our website at
- D. A Special Meeting of the Board of Supervisors will be held on Tuesday, September 30, 2014 at 4:00 PM. Public Hearing to amend the Wireless Communications Facilities Ordinance.
- E. Community Yard Sale, October 4, 2014, Central Park, 8:00AM – 1:00PM.
- F. The Pension Committee will meet on Tuesday, October 7, 2014 at 4:00 PM. Public is welcome to attend.
- G. DART – Is offering Saturday service beginning September 20, 2014.
- H. PECO OPEN HOUSE - For Residents- September 29, 2014 at 7:00PM at C.B.West High School.
- I. Southeastern Council of Drug and Alcohol and CB Cares Educational Foundations will hold a Recovering Prevention 90 minute documentary on Tuesday, September 23rd from 7:00pm to 9:00pm at Delaware Valley College. A discussion panel will follow

III. MINUTES APPROVAL: August 19, 2014

Ms. Manion made a MOTION; seconded by Mr. Touhill the August 19, 2014 Doylestown Township Board of Supervisors Regular Meeting minutes be approved.

MOTION was ADOPTED 5 to 0.

IV. REPORTS**A. Solicitor**

No Report

B. Police Chief

Chief Logan reported on the Police Monthly Reports included in the Board's packet by explaining comparing reports dated August 31, 2013 to August 31, 2014, Part 1 and 2 offensives slightly decreased with an increase in arrest rates. No data for clearance rates can be provided due to lack of true data.

The bulk of the police department's work load shifted to traffic as accidents, citations, traffic warnings and general traffic due to an increase in traffic accidents. As a result from a push from the public, traffic citations increased by 17% and amount of warnings increased 90%. This indicates, more officers are stopping motorists to educate on current traffic rules as a warning, instead of issuing tickets. It's also hopeful this will decrease the number of accidents in the future.

Fire calls have increased 30% with fire alarms. Total calls received increased significantly due to traffic and the implementation of video cameras. In having more contact with motorists it will enable the department to receive information on police interactions. To date, no complaints have been received. Lastly, overtime has significantly decreased and possibly due to the recent change in the police schedule.

B) Chief Logan requested the Board's comments on the approach by officers requesting motorcycle patrol units. Chief Logan commented it will be a great public relation and traffic opportunity. Also, a private donor has offered to purchase a motorcycle. The department will be responsible to outfit it with equipment.

Mrs. Lyons questioned what the primary use of the motorcycle will be. Chief Logan answered; the use will be primarily for service response calls, traffic accident and speeding investigations on the Route 611 Parkway. Currently, patrol cars find it difficult to park along the parkway. Also, the cycles will be beneficiary during special events in the park system, as well as patrolling the trails.

Mr. Garton questioned what is the deadline for Board approval. Chief Logan answered; progress will be made upon Board's decision.

Mr. Colello was in favor of the motor vehicle patrol unit and commented he sees no downside. Mrs. Lyons agreed. Chief Logan reported the downside is equipment will need to be provided by the department at a maximum of \$10,000. Mr. Garton noted operational training will need to be provided to officers. Chief Logan reported a Warrington Patrol officer offered his services for operational instructions. Compensation may be required to officers during training. Chief Logan offered to provide an outline of costs and additional information for Board's consideration.

The Board agreed by consensus to approve Chief Logan move forward with the proposed motor cycle patrol unit, by providing the Board with a full overview of costs.

C. Township Engineer

Mr. Canales reported the five roads have been milled out and paving will begin on Wednesday,

September 17th as part of the Road program. Paving is scheduled to be completed by the end of week ending September 26th.

D. Manager

Mr. Colello made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors authorize the Parks and Recreation Department send a 2004 GMC Pickup (VIN#GTHK24V74E 2955452) to J.J. Kane for a November 8th public auction along with two generators as per the recommendations by Ms. Mason.

MOTION CARRIED 5 to 0.

E. Supervisors

Mr. Touhill reported the Park and Recreation Board conducted a tour of Central Park at their last meeting. Future tours will be scheduled on a rotation basis. Anyone interested in touring the parks are welcome to attend the meetings.

Mr. Snyder reported in addition to the Neighborhood Trial Awareness Day announcement, a meeting video has been broadcast on DTV.

The Central Bucks Regional Aging Task Force is in the process of reorganizing the committee's mission. A letter will be forwarded to other municipalities shortly to receive feedback and support.

Ms. Manion reported the Friends at Kid Castles recently held a Pirate Ship ribbon cutting ceremony. Children who attended the event wrote a thank you note to the sponsor. She then reported on Phase II construction plans proposes to tie into the Sensory Trail nicely by making the playground sensory and handicap accessible. Phase II will also incorporate a play area for two to five year old children.

Ms. Manion made a MOTION; seconded by Mr. Touhill appoint Mr. Harrigan as a member of the Friends at Kid Castle Committee.

MOTION CARRIED 5 to 0.

Mr. Colello reported the Planning Commission recent land development plan review from applicant; Storage Partners. The plan is to construct a high tech storage facilities with climate control units and elevators. The commission recently conducted a site visit and found there are several hurdles to overcome before a recommendation can be made.

Mrs. Lyons requested the Board consider devising a construction committee with regards to the proposed township building construction plan as presented by Phillips & Donovan Architects, LLC at the August 19, 2014 regular meeting. The committee should appoint two representatives from the Board to include her and Ken Snyder with key staff employees. She also noted Lee Schwarz and Ed Ebenbach of the Ways and Means Committee be considered as members.

Ms. Manion made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors appoint Lee Schwarz and Ed Ebenbach of the Ways and Means Committee as members of the Proposed Township's Building Renovation Committee.

MOTION CARRIED 5 to 0.

V. PUBLIC HEARING

A. Proposed Amendment to Right of Way Ordinance

Mr. Garton reported as per Board authorization, the proposed amendment to the Right of Way ordinance directly related to the Wireless Communications facilities has been duly advertised through The Intelligencer and Bucks County Library, where it's now ready to have a public hearing conducted.

Township Planning Consultant; Judy Stern Goldstein provided the Board with a brief overview by explaining the Wireless Communication ordinance is an amendment to the existing Right of Way ordinance. The major amendment is to include wireless communications facilities as part of one of the uses within a right of way. The ordinance references that any use of those facilities in the right of way need to comply with the Zoning Ordinance. This will set forth parameters for the township to issue permits, collect fees and have a way to regulate what happens in a right of way.

Public Comments: None

Mr. Colello made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors approve the Proposed Amendment to the Right of Way ordinance pertaining to Wireless Communication facilities.

MOTION was ADOPTED 5 to 0.

VI. NEW BUSINESS

A. CB Cares Pumpkinfest – Permit and Rental Fees Waiver Request

Ms. Mason reported a request was received from CB Cares Educational Foundation to waive fees for special event permit application, show-mobile rental, security deposit and staff time on behalf of their annual Pumpkin Fest to be held on October 25, 2014.

Mr. Colello made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors authorize a waiver of fee request from CB Cares Educational Foundation in the amount of X - \$1,000 on behalf of their October 25, 2014 Pumpkin Fest event.

MOTION CARRIED 4 to 1 with Mrs. Lyons abstaining due to her relationship with CB Cares Educational Foundations.

B. 2015 Financial Requirement and Minimum Municipal Obligation

Mrs. Lyons made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors acknowledge receipt of the 2015 Financial Requirement and Minimum Municipal Obligation with regards to the Police Pension Plan at \$423,269, Non-Uniform Pension at \$308,458 and Non-Uniform Defined contribution plan of \$24,172.

C. Peace Valley Trail Change Order No. 1

Bike and Hike Committee Vice Chairperson; Tom Kelso reported on the status of the Peace Valley Trail by explaining the project is basically completed except for the bridge. Part of the requested change order is to raise the trail and place ballast underneath to have less tree loss. Additionally, more width will need to be added to the edge of the shoulder and \$3,000 worth of soil to assist. He then noted the work was completed by the contractor at his own risk.

The trail will run into the Pine Run reservoir area where at the top 360 degree view of Doylestown Township can be seen. At the top of the trail, there is another half mile that becomes an access road to the reservoir at 2,300 feet. The intent is the leave the trail as natural as possible and not pave that portion, because everything drains away. \$7,000 will purchase screen surfacing to pack down the gravel to smooth a half mile of trail, to be accessible by pedestrians, wheel chairs and bicycles. Mr. Kelso then requested Board approval to move forward with the screen surfacing process. Ms. Mason added; upon

meeting with the Bike and Hike Committee this morning, they recommended the change order be moved forward. Mr. Garton clarified the request is to widen the trail location and addition of the screen surfacing. Mr. Kelso agreed.

Mr. Touhill made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors authorize Barwis Construction Change Order request in the amount of \$10,750.00.

Mr. Snyder questioned if the change order are within the budget. Mr. Kelso answered the request is well within the budget to complete the trail.

MOTION CARRIED 5 to 0.

Mr. Kelso continued to explain the total budget was \$450,000, where the township was responsible for materials. The balance to date is \$145,000, including the deduction of tonight's change order request. The bridge was not included in the original contract due to a lack of a permit. The committee would like to move forward with the bridge. Design options for the bridge are currently being reviewed. The contractor provided a change order of \$185,000 to place the bridge. Other estimates viewed came in within the budget at \$100,000 and will be presented to the Board for approval at a future meeting.

D. Zoning Hearing Board Application – Pennsford, LLD,1360 Almshouse Rd - Variance

The Doylestown Township Board of Supervisor agreed by consensus to forward Pennsford, LLD request for a variance regarding 1360 Almshouse Road to the Zoning Hearing Board as per the recommendation of Ms. Mason.

E. Treasurers Report – September 16, 2014

Mr. Snyder made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve the September 16, 2014 Treasurer's Report.

MOTION was ADOPTED 5 to 0.

F. Bills List – September 16, 2016

Mr. Snyder made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve the September 16, 2014 Bill's List in the amount of \$450,675.26.

MOTION was ADOPTED 5 to 0.

VII. ANNOUNCEMENTS

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VIII. ADJOURNMENT

The September 16, 2014 Doylestown Township Board of Supervisors Regular meeting was adjourned at 8:03 pm.

Respectfully submitted by,

Stephanie J. Mason