



# Board of Supervisors

## Regular Meeting

425 Wells Road  
Doylestown, PA 18901  
[www.doylestownpa.org](http://www.doylestownpa.org)  
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215-348-9915

~ Minutes ~

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Tuesday, December 1, 2020

5:00 PM

Community Meeting Room

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### I. 5:00 PM REGULAR MEETING

Members of the Board of Supervisors in attendance included Chairman Barbara N. Lyons, Vice Chairman Ryan Manion, Supervisors; Jennifer V. Herring (via Zoom), Nancy Santacecilia (via Zoom), and Dan Wood (via Zoom).

Township Staff in attendance included Township Manager Stephanie J. Mason, Director of Operations Dave Tomko, Township Solicitor Jeffrey P. Garton, Chief of Police A. Dean Logan, and Township Engineer Geoffrey J. Attanasio (via Zoom).

Ms. Lyons noted that before the meeting the board held executive session to discuss matters of real estate.

A. Pledge to the flag

B. Visitors/Public Comments

C. Presentations

1. Recognition of former Lt. Matthew O'Connor in honor of his Retirement

Ms. Lyons presented former Lt. O'Connor with a resolution #2261 in honor of his retirement after 34 years of service. She also presented to him a recognition plaque from the Board of Supervisors. A Township Patrolman Courts presented a shadow box including a plaque from the Township Police Department. Chief Logan provided kind words and reviewed Lt. O'Connor's time at the Township.

2. Swearing in of New Police Officer – C. O'Connor

Chief Logan recommended Christopher O'Connor as new police officer, to the Board.

Ms. Lyons MOTIONED; seconded by Ms. Manion to swear in Christopher O'Connor as Doylestown Township police officer. MOTION passed 5-0.

Ms. Lyons completed the Oath of Office with Mr. O'Connor and his family.

### II. ANNOUNCEMENTS

A. The next meeting of the Doylestown Township Board of Supervisors will be held on Tuesday, December 15, 2020 at 7:00PM.

B. Leaf and Yard Waste Recycling – the 3rd Saturday of each month –March - December from 9AM – 11AM – Drop off site is located at the New Britain Rd. entrance of Central Park. Please visit our website for more information.

C. Boards and Committees current and upcoming vacancies:

Agricultural Security Area Advisory Council

Friends of Kids Castle

Local Traffic Advisory Committee

Parks and Recreation Board

Public Water & Sewer Advisory Board

Telecommunications Advisory Board

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D. GIFT GIVING IDEAS – Contact the Administration offices for more information

1. Park and Recreation Gift Certificates – Programs
2. Park Benches
3. Mural Print
4. “Dogs Around Doylestown” Poster
5. Bricks at Kids Castle
6. Bricks at the Service Memorial
7. Bricks at the Dog Park
8. Twp. Bicentennial Commemorative Mercer Tiles

E. Give the Gift of Life – American Red Cross Blood Drives - Activity Center Trailer

### III. MINUTES APPROVAL: Regular Meeting – November 17, 2020

Ms. Herring corrected the vote under new business that should reflect 4-0.

Ms. Lyons suggested adding “no report” if none occurs.

Ms. Santacecilia corrected “completion”.

Ms. Herring MOTIONED; seconded by Mr. Wood to approve the meeting minutes with corrections. MOTION passed 4-0-1. Ms. Manion abstained as she was absent from the last meeting.

### IV. CORRESPONDENCES

Ms. Mason noted that one of the Township’s elected auditors Stan Durey is moving out of state and a vacancy will open on the Board of Auditors.

Ms. Manion MOTIONED; seconded by Ms. Herring to accept Mr. Durey’s resignation with regret and wish him well on his move. MOTION passed 5-0.

**V. REPORTS**A. Solicitor

No Report

B. Police Chief

No Report

C. Township Engineer

No Report

D. Dir. of Operations

Mr. Tomko stated he requires Board approval for the 2020 Road Program in regard to the paving change order #1 in the amount of \$4,400.00. He noted the cost will be shared between the Township and DTMA.

Ms. Herring MOTIONED; seconded by Ms. Santacecilia to approve the paving change order #1. MOTION passed 5-0.

Mr. Tomko stated he is investigating modifications to the land development ordinance as part of public storm water system, in regards to the Pebble Ridge/ Woodridge project. He opened discussion to the Board for approval of three standards. The first, to have residents receive a highway occupancy permit from the code department with the fee waived. Second, if they are hooking up to the sanitary sewers they can connect to the stormwater system. Lastly, the cost of labor to reconnect existing properties would be waived.

Ms. Lyons asked for the policy to be documented for review. Ms. Mason stated they want to have a policy for the neighborhood to avoid elicit discharge. She noted it is for this specific neighborhood.

Ms. Lyons asked to table the discussion.

Mr. Wood asked for an estimate of covered fees and expenses to be provided.

E. Manager

No Report

F. Supervisors

Mr. Wood noted Public Water and Sewer Advisory Board has a vacancy.

Ms. Herring stated there is a school board meeting tonight.

Ms. Santacecilia added Barclay Elementary has an available food pantry for those in need should check the CBSD website for days and times. The Telecommunications Advisory Board also has a vacancy.

**VI. UNFINISHED BUSINESS: None****VII. NEW BUSINESS****A. Sauerman Pump Station – BCWSA Easement Agreement**

Mr. Garton reviewed the project in which the Township will provide and an easement for the BCWSA to install a booster pump at the site with the required fee being provided to the Township for the easement.

Ms. Manion MOTIONED; seconded by Ms. Herring to approve the BCWSA easement agreement and for Ms. Lyons to execute. MOTION passed 5-0.

**B. Authorization to Advertise – Proposed Ordinances**

Mr. Garton stated he prepared the subdivision/ land development ordinance and requires a motion to advertise.

Ms. Goldstein stated the amendments are necessary to clean up ordinances, definitions, and adding necessary updates.

Ms. Herring stated the Planning Commission did a great job updating the ordinances.

Mr. Wood clarified the rental home amendment and asked for a redline version for future requests.

Ms. Herring MOTIONED to advertise the amendment of the Subdivision Land Development Ordinance; seconded by Ms. Manion. MOTION passed 5-0.

Mr. Garton stated he prepared the zoning ordinance and requires a motion to advertise.

Ms. Herring MOTIONED; seconded by Mr. Wood to approve advertisement for the zoning ordinance. MOTION passed 5-0.

**C. Hammerstein Museum Preliminary/Final Land Development**

Mr. Garton explained the Hammerstein Museum preliminary/ final land development.

Mr. VanLuvanee on behalf of his client, requested land development approval for a project proposing the conversion of the existing structures into a museum and the reconstruction of a portion of the barn that had been previously removed. There were additional improvements as part of the project.

Ms. Lyons inquired about the guard rail and if Penn DOT consideration would occur on an extension. Mr. VanLuvanee stated it would stay the same.

Ms. Lyons inquired about the crosswalk. Ms. Mason suggested a grant may be retrieved to include a flashing light for the crosswalk in the future.

Ms. Santacecilia inquired about parking spaces and inquired about snow plowing the parking lot. Her questions were addressed by Mr. VanLuvanee.

Mr. Garton reviewed the conditions:

1. Continued compliance with the Court Order approving the Stipulation and Settlement Agreement between the Township and the Applicant dated November 4, 2016, and as amended on December 20, 2017 and November 2, 2018; and

2. Compliance with Gilmore & Associates, Inc., engineering review letter dated October 12, 2020; and

3. The Board of Supervisors granted waivers from the following provisions of the Subdivision and Land Development Ordinance;

- A. Section 145-7.I .
- B. Section 153.20.C(10) .
- C. Section 153-27.A(2).
- D. Section 153-38.D(6) .
- E. Section 153-39.C(5).
- F. Section 153-39.D(1).
- G. Section 153-34.1(2).

4. Compliance with the Gilmore & Assoc., Inc. Planning Review letter October 9, 2020;

5. The Plans for the bike & hike path extension to tie into the existing path on the north side of East Road, currently identified on Plan Sheets 2, 3, 8, 13 and 16 prepared by Van Cleef Engineering, shall be consistent with the Michael Baker International dated November 23, 2020; The Plans may be prepared as a separate Plan set. Applicant shall post financial security for all work shown on those Plans and shall complete construction of all such work as a condition of receipt of any Occupancy Permits.

6. Compliance with the Pennoni Review Letter dated October 15, 2020, except to the extent that same has been resolved by the Plans referenced in the correspondence from Baker International dated November 23, 2020;

7. Receipt of all permits and approvals from any agencies having jurisdiction over such matters, including, but not limited to, the Bucks County Conservation District and the like, if applicable;

8. The funding and execution of Development and Financial Security Agreements in a form satisfactory to the Township Solicitor.

9. Applicant to pay all costs incurred by the Township with respect to the application;

10. The Plans shall be ADA compliant;

11. As noted in the Stipulation and Settlement Agreement, Applicant shall pay to the Township the sum of Forty Three Thousand Six Hundred and Sixty-seven (\$43,667.00) Dollars as a reimbursement of expenses, which shall be paid prior to issuance of any Occupancy Permits.

Mr. VanLuvanee accepted the conditions.

Ms. Manion MOTIONED; seconded by Ms. Santacecilia to approve the preliminary/ final land development plan. MOTION passed 5-0.

D. 2021 DTMA Budget – Acknowledgement of Receipt

Keith Hass, Executive Director for the Doylestown Township Municipal Authority reviewed the 2021 DTMA budget. Ms. Herring inquired about the decreasing fund budget and how they would stabilize. Mr. Hass stated a portion of general fund goes into the capital fund. He stated rates do not need to be raised.

Ms. Lyons acknowledged receipt of the 2021 DTMA budget on behalf of the Board of Supervisors.

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**IX. ADJOURNMENT**

The meeting was adjourned at 6:02 pm by Ms. Lyons.

Respectfully submitted by:

Stephanie J. Mason  
Secretary