

**Minutes of the  
November 16, 2010  
Board of Supervisors Regular Meeting**

The Regular Meeting of the Doylestown Township Board of Supervisors was held at 7:00 p.m. on Tuesday, November 16, 2010 at the Doylestown Township Municipal Building, 425 Wells Road, Doylestown, PA. Members of the Board of Supervisors in attendance included Chairman; Barbara N. Lyons, Vice Chairman; E. Thomas Scarborough, Jr., Supervisors; Barbara Eisenhardt and Richard F. Colello. Others in attendance included Township Manager; Stephanie J. Mason, Director of Operations; Richard E. John, Township Solicitor; Jeffery P. Garton, Chief of Police; Stephen J. White and Township Engineer; Mario Canales

Absent: Cynthia M. Philo

**PLEDGE OF ALLEGIANCE**

**EXECUTIVE SESSION:**

Ms. Lyons announced the Board met in Executive Session, prior to the meeting, to discuss matters of labor negotiation and litigation.

**VISITORS / PUBLIC COMMENTS:**

Resident; Ernie Gash of 15 Wilkshire Road questioned if the Township plans to lay off any employees and commented on the outstanding service they provide. Mrs. Lyons responded; at the last budget session, the Board agreed by consensus there will be no layoffs.

Resident; Joseph Paternostro of Houk Road commented upon a recent visit to Doylestown Hospital, where he found many visitors not utilizing the parking garage or valet service, due to the charges of \$2.00 and \$5.00. Mr. Paternostro suggested the Board consider having these charges dropped and not continue to provide waiver of building permits to save costs. Mrs. Lyons responded; the Board of Supervisors recently passed a policy to limit the waivers of building permit charges for only emergency services.

Resident; Joe O'Malley of Rogers Road questioned if there will be an opportunity for Rogers Road residents be included in meetings between the Grasso Corporation and Township staff regarding the tract. Mrs. Lyons answered; any future discussions will be conducted at public meetings.

Mrs. Eisenhardt asked the Board on their thoughts to have the Doylestown Hospital cease their parking charges and discontinue the parking fees for Doylestown Township residents. Mr. Garton indicated, first an inquiry should be conducted as to why the hospital is charging parking fees prior to taking any action.

The Board agreed by consensus to have Ms. Mason write to the hospital regarding parking fees.

Resident and Park & Recreation Board Member; Susan Reichwein of 6 Flint Circle commented on the quality of life in

Doylestown Township and asked the Board to be fiscally responsible and not cut any park service in the 2010 township budget.

**ANNOUNCEMENTS:**

The next Regular Meeting of the Board of Supervisors will be held on Tuesday, December 7, 2010, at 7:00 p.m., in the Doylestown Township Administration Building

The Doylestown Township Administrative Offices will be closed Thursday, November 25<sup>th</sup> and Friday, November 26, 2010 for the Thanksgiving holiday.

Christmas Tree Recycling – Tree Pick Available. Please check township website or contact the Administrative Office Building for details.

Leaf and Yard Waste Recycling – Doylestown Township Residents ONLY will take place on November 20, 2010 from 9:00 to 11:00 a.m., at Delaware Valley College.

**MINUTES APPROVAL:**

Mr. Scarborough made a MOTION to accept the November 4, 2010, Budget Work Session minutes, seconded by Mr. Colello.

MOTION was ADOPTED 4 to 0

Mr. Scarborough made a MOTION to accept the October 27, 2010, Budget Work Session minutes, seconded by Mrs. Eisenhardt

MOTION was ADOPTED 4 to 0

Mr. Scarborough made a MOTION to accept the October 19, 2010 Board of Supervisors meeting minutes, seconded by Mrs. Eisenhardt.

MOTION was ADOPTED 4 to 0.

Mr. Scarborough made a MOTION to accept the October 15, 2010, Budget Work Session minutes, seconded by Mr. Colello.

MOTION was ADOPTED 3 to 0, with Mrs. Eisenhardt abstaining due to her absence.

**CORRESPONDENCE:**    Request Correction to Reference of Tax Collector Position (Attachment)

The Board acknowledges Doylestown Township Tax Collector; Carol Scarborough will no longer be referred to as a sub-contractor of the township.

**REPORTS:**

SOLICITOR: No Report

CHIEF OF POLICE: No Report

TOWNSHIP ENGINEER: No Report

TOWNSHIP MANAGER: Retirement Resignation Letter from John Cox

Ms. Mason informed the public of Mr. John Cox's retirement as staff member of Doylestown Township since 1995, effective December 17, 2010. Ms. Mason wishes Mr. Cox well and is grateful for his work with the township.

**SUPERVISORS:**

Mrs. Eisenhardt made a MOTION to appoint **Ken Snyder** as to the *Planning Commission*, seconded by Mr. Scarborough.

MOTION was ADOPTED 4 to 0.

Mrs. Eisenhardt made a MOTION to appoint **Emil Kiss, Jr.** to the *Vacancy Board*, seconded by Mr. Colello.

MOTION was ADOPTED 4 to 0.

Mrs. Eisenhardt made a MOTION to appoint **Shawn Touhill** to the *Environmental Advisory Council*, seconded by Mr. Scarborough.

MOTION was ADOPTED 4 to 0.

Mr. Scarborough: No Report

Mr. Colello informed the public the Bike and Hike Committee is an exciting group and encouraged residents to attend their meetings Tuesdays at 8:00 a.m. and minutes can be read on the website. A complimentary letter was sent by Bishop Excavating thanking Mr. Richard John and Brent Eaton on their excellent work.

Mrs. Lyons indicated the Board received 7 to 8 correspondence from residents regarding their love for the Park and Recreation Department and hopes no budget cuts will be implemented.

**UNFINISHED BUSINESS:** Warrington Township Zoning Map and Comprehensive Plan Amendments

Mr. Scarborough made a MOTION the Doylestown Township Board of Supervisors provide NO COMMENT to Warrington Township with regards to the TEVA Pharmaceutical USA and Eureka Stone Quarry, Inc joint petition for Amendment to Zoning Map as recommended by the Planning Commission, seconded by Mrs. Eisenhardt.

MOTION was ADOPTED 4 to 0.

Mrs. Lyons recognized Boy Scout; Dillon Collie of Troop 64 earning his merit badge for Citizenship of the Community by attending tonight's meeting.

**NEW BUSINESS:**

Eagle Scout Proclamation – Timothy Steven Miller

Mr. Scarborough made a MOTION to approve Boy Scout; Timothy Steven Miller of Troop 6 be awarded rank of Eagle Scout, seconded by Mrs. Eisenhardt.

MOTION was ADOPTED 4 to 0.

Revised Doylestown Township Budget of 2010

Doylestown Township Finance Director; Mr. Ken Wallace provided began his presentation by indicating ...

- 1) The revenue for the General Fund is \$7.9 million, expenditures for 2010 is expected at \$6 million, a fund balance of \$1.8 to \$1.9 million will be carried forward to 2011 that include restricted and un-restricted fund balances
- 2) State Liquid Fuels will be at \$513,000 with expenditures at \$388,000 and a fund balance of \$125,000.
- 3) Capital Reserve will be at \$1.2 million with expenditure at \$273,000 and the fund balance at \$910,000 going into 2011.
- 4) Debt Services revenues will be at \$1.2 million and expenditure \$631,000 with a fund balance of \$619,000.

Total revenues will be at \$15 million, including fund balance and expenditure at \$9.9 million with a fund balance of \$5.2 million moving forward into 2011.

Mr. Scarborough made a MOTION to approve the Doylestown Township Revised 2010 Budget, seconded by Mrs. Eisenhardt.

MOTION was ADOPTED 4 to 0.

Doylestown Township Preliminary 2011 Budget

Mr. Wallace then provided the Board with a headline of the Proposed 2011 Budget, which outlined savings as ...

- 1) No staff or service cuts
- 2) The Board requested a 8% reduction in various departmental line items
- 3) Township elected a Pension Smoothing option for the MMO for 2011. This is a reduction of \$251,625 from the Market MMO for uniform and non-uniform services.
- 4) 3% wage increase is incorporated into the budget at \$119,000

- 5) Reduction in medical plan cost at \$130,000 will use two options
- 6) Employee contribution to pension and health care at \$175,000 is based on a contribution of 1% for medical and 5% for pension
- 7) Reallocation of millage to General Fund at \$718,000 includes 2.00 mills from debt services and 0.75 mills from Highway aid fund to the general operating fund ONLY for 2011.
- 8) Real estate tax increase of 1.5 mills at \$392,000 is an annual increase of \$60 for each tax payer with an ending fund balance in excess of \$1million to be used for unexpected emergencies.
- 9) Supervisors will either forego wages for 2011 in place of medical insurance or medical insurance for wages in 2011.
- 10) Capital Expenditures to be paid for with existing reserves, loan balances, certificates of deposits, bond proceeds and State aid.

Implications beyond 2011 will include stabilizing operating base for reallocation the millage from debt services fund in 2011 only with adequacy of capital expenditure funding. Examining tax millage allocation each year and setting up an operating reserve fund for fund balance and reassessment of tax to avoid eroding tax millage base to have the earn income tax at \$3.2 million.

Ways and Means Committee member; Mr. Mark Glassman added over the years a fund balance has been accumulated and used to fund various projects. With the increase in costs the township cannot maintain level of service and potentially be worse in 2012. The proposed 2010 budget will look into sustaining the level of service by including a smoothing option for the township pension and reallocation of millage tax so not to draw from general fund balances as a multi-tier approach.

Ways and Means Committee Member; Lee Swartz questioned if the \$700,000 of expenses will be reallocated as a tax increase or cut from next year's budget. Mr. Glassman answered; the \$700,000 is not recurring and will be a one-time allocation in debt services to align the fund balance properly for one year.

Mrs. Eisenhardt made a MOTION to accept the Doylestown Township Preliminary 2011 Budget for hanging, seconded by Mr. Colello.

Mr. Scarborough commented on his disagreement to raise real estate taxes by stating the Board has an obligation not to raise taxes in these difficult economic times, especially with \$5.2 million sitting in the township's fund balance.

Mr. Colello disagreed by stating he understands raising taxes would be painful, but looking into the future of the township, it is necessary.

MOTION was ADOPTED 3 to 1, with Mr. Scarborough voting nay.

Mrs. Lyons informed the public that although the budget has been approved for hanging, the Board will continue to review the budget and additional changes may be made prior to finalizing. The Board then agreed by consensus to meet on Wednesday, December 1, 2010 at 4:00 p.m.

Mrs. Eisenhardt commented on a previous comment of Mr. Scarborough to have the township parks closed in

avoidance of raising taxes. State and government grants are a large portion in funding township parks and to close them would be fiscally irresponsible and will cost the township more monies to maintain and payback grants. Also, the Board previously voted to provide paybacks in order to save money and keep township staff.

Mr. Scarborough disagreed and clarified his comment was to have the township create a revenue source to support the parks system, such as charging non-residents to utilize and maintain the park. Mrs. Eisenhardt stated that currently fees are in place to use the park fields and certain restrictions from state grants prevent the township from charging certain usage fees.

Mr. Glassman clarified it costs more to operate roads than the parks system. However, \$196,000 (1.75 mills) does fund parks; there is a need to view each township service, such as debt services and capital reserves to provide an accurate tax millage allocation. In fact, next to Code Services, Parks and Recreation Department was the second best funded area, because it creates funds for the township.

Resident; Larry Der Hagopian of Aspen Way asked the Board to tighten the procedure to grant building permit waivers in order to save money and will the residents have a chance to comment on the budget prior to finalization. Mrs. Lyons responded; residents will have a chance to provide their comments prior to finalizing the budget. Mrs. Eisenhardt reminded Mr. Der Hagopian the Board will no longer entertain building permit waivers limiting them to only emergencies services.

Resident: James Bingler of Turkey Lane, Furlong commented of his previous statement that the parks will break the township's budget and urged the Boards to have the Parks to develop its own support system.

Public Water and Sewer Advisory Committee request Addendum to Study Areas

Mrs. Eisenhardt made a MOTION to approve the Public Water and Sewer Advisory Council receives an additional \$500.00 to complete a feasibility study with Bucks County Water and Sewer Authority (BCWSA) along the expanded area of Old New Road, seconded by Mr. Colello.

MOTION was ADOPTED 4 to 0.

Neshaminy Manor – Rodman House and Building J – Request for Land Development Waiver

Mrs. Eisenhardt made a MOTION to approve Carroll Engineering Corporation's request for Land Development waiver for the purpose to provide ADA, handicapped accessible sidewalk at the Neshaminy Manor Complex along Almshouse Road (no fee), seconded by Mrs. Lyons. The applicant will need to obtain proper building permits.

MOTION was ADOPTED 4 to 0.

Zoning Hearing Board Application – Request for Variance – 27 Bunker Hill Road, Ottsville

Mr. Scarborough made a MOTION to have Liberty Towers, LLC's request for variance is forwarded to the Township Solicitor; Jeffrey P. Garton and attend as opposition, seconded by Mrs. Eisenhardt.

MOTION was ADOPTED 4 to 0.

Mr. Scarborough made a MOTION to have Marion Dworakowski of 754 Edison Furlong Road request for variance of signage is forwarded to the Township Solicitor; Jeffrey P. Garton and attend as opposition, seconded by Mrs. Eisenhardt.

MOTION was ADOPTED 4 to 0.

Bids – Snow Removal & Ice Control/Tree Pruning & Removal &Basketball and Tennis Court resurfacing

Mrs. Lyons informed the public funds are raised by fundraisers and not the township's general funds for the basketball and tennis courts resurfacing.

Mrs. Lyons made a MOTION to approve all three bids as stated below as per the recommendation of Director of Operations; Mr. Richard John, seconded by Mrs. Eisenhardt.

Resident; Lee Swartz questioned if the resurfacing of the tennis court was previously completed. Ms. Mason responded; the resurfacing of the basketball and tennis court is a required second coating.

Snow Removal - For the 2010/2011 Snow Removal Season beginning November 15, 2010 through April 15, 2011 on an hourly basis;

<b><i>Hartman Landscape Nursery, Inc.</i></b>	<b><i>Puppy Dog Landscape Corporation</i></b>	<b><i>Visual Technology Services</i></b>
<b><i>3801 Stump Road</i></b>	<b><i>1918 Old Bethlehem Pike</i></b>	<b><i>82 Annawanda Road</i></b>
<b><i>Doylestown, PA 18901</i></b>	<b><i>Sellersville, PA 18942</i></b>	<b><i>Ottsville, PA 18942</i></b>

Tree Removal & Pruning of certain street tree per unit price in an approximate total of \$24,195.00 to

***Clouser Tree Care & Landscaping***

***1121 Horsham Road***

***Ambler, PA 19002***

Basketball and Tennis Court Surfacing – Delivery and Installation of Basketball &Tennis Court surfacing and lining materials by Spring 2011, weather permitting in the amount of \$23,800.00 to

***Nickolaus Construction Company, Inc.***

MOTION was ADOPTED 4 to 0.

**TREASURER'S REPORT**

Mrs. Eisenhardt made a MOTION to approve the November 16, 2010, Treasurer's Report, seconded by Mr. Scarborough.

MOTION was ADOPTED 4 to 0.

**BILL'S LIST**

Mr. Scarborough made a MOTION to approve the November 11, 2010, Bill's List, in the amount of \$227,721.32, seconded by Mrs. Eisenhardt.

MOTION was ADOPTED 4 to 0.

**ANNOUNCEMENTS:**

Doylestown Township Budget Work Session (5) will be held on Wednesday, December 1, 2010 at 4:00 p.m. in the Doylestown Township Administrative Building

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**ADJOURNMENT:** 8:01 p.m.

Respectfully submitted by;

Stephanie J. Mason, Secretary