



Board of Supervisors

Regular Meeting

~ Minutes ~

425 Wells Road
Doylestown, PA 18901
<http://doylestownpa.org/>

215-348-9915

Tuesday, November 19, 2013

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; E. Thomas Scarborough, Supervisors; Richard F. Colello, 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 and Chief of Police; A. Dean Logan.

Absent: Township Engineer; Mario Canales.

A. Pledge to the flag

The Board met in Executive Session, prior to the meeting to discuss matters of personnel and real estate.

B. Presentations - EAC – R. Hendrick

1. Sensitive Environmental Areas

Environmental Advisory Council Chairman; Ray Hendricks voiced his concerns with the lack of breeding birds in the parks system due to unleashed pets and day to day recreation of residents. He proposed the Board consider restricting the area along Harts Woods in Central Park and Neamand's Trial along Neshaminy Creek during the period from April 1st through August 1st by using specific signs alerting these areas as designated for special wild life ground nesting birds. A copy of the proposed signs were provided for Board's review. Mr. Hendricks is currently utilizing the same system at Peace Valley Park, which has been very successful.

Costs for the signs are included in the EAC's budget and Mr. Hendricks offered to install the signs in the park. He then requested Board's approval to oversee and monitor the program for progress.

Mr. Lyons questioned if stake and rope will be needed for additional assistance. Mr. Hendricks requested to begin with signs. If the program shows no progress, he will then consider Mrs. Lyon's suggestion.

Resident; Lee Schwarz of 189 Sunset View Drive questioned if the bike path will be closed. Mr. Hendricks answered; only the understory area will be protected and bike paths are not be affected.

Mr. Scarborough made a MOTION; seconded by Mr. Colello The Doylestown Township Board of Supervisors approve the Environmental Advisory Council's program to protect ground nesting

birds by allowing signs to be installed in order to prevent disturbance. Further, the Board approves Mr. Hendricks to oversee the program for the birds protection and progress of the program.

MOTION CARRIED 5 to 0.

2. Native Plant Demonstration Garden in Central Park

On behalf of the Environmental Advisory Council, Chairman, Township Botanist and Ornithologist; Ray Hendricks proposed to install a native plant demonstration garden with the idea to encourage appreciation towards native trees, shrubs and wildflower. Mr. Hendricks requests Board approval to begin the project. Plants have been donated and volunteers are ready to begin upon approval.

Mr. Scarborough complimented EAC's member; Jeanne Mitchell on a job well done at her November 4th presentation of native plans.

Mr. Touhill questioned if the EAC plans to conduct regular maintenance of the garden. Mr. Hendricks answered; many of the volunteers have shown an interest in assisting with the maintenance. However, he was unsure if the maintenance will be ongoing. Assistant Township Manager; Sandra Zadell added township staff are able to seek assistance from students to help with the maintenance. Ms. Zadell then reported the Park and Recreation Board are in favor of the project.

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve the Environmental Advisory Council move forward with installing a native plant demonstration garden and authorize volunteers to assist in the installation and maintenance.

MOTION CARRIED 5 to 0.

3. Municipal Waste Hauling

Ray Hendricks' addressed the Board to consider switching to a single trash hauler service and have more involvement with recycling for the township. Upon speaking with residents, conducting surveys and reviewing various plans, Mr. Hendricks is unsure a single trash hauler is a definitive answer, but believes it will be an improvement.

Mrs. Lyons responded she would like to see the Board take some time to consider before deciding. She then requested to view materials from Mr. Hendricks supporting his request.

A discussions ensued amongst the Board and Mr. Hendricks regarding the pros and cons of the proposal. Mr. Colello commented he has concerns with the proposal.

Mrs. Lyons commented one of the objections to a single trash hauler is the attitude of residents wanting to choose and avoid government becoming too invasive. It's more of an attitude where the right of who is contracted is balanced to provide the best service.

Mr. Hendricks concluded by reminding the public, because of overwhelming interest with decorating blue boxes to place along the park, he would like the Board to consider approving a

spring workshop for blue birds and spring owls in the future.

C. Visitors/Public Comments

Resident; Keith Peters of 116 Steeplechase Drive suggested the Board consider Request for Proposals (RFP) with a right to reject any or all bids when deciding on a single trash hauler. Currently there is no township contracts and in many neighborhoods there are more than one trash haulers that picks up during early morning hours. This will also assist with residents paying one low price for service rather than having the trash service dictate the price.

Ms. Zadell responded the Board packet includes two RFPs where it notes a huge staffing effect to one model.

II. ANNOUNCEMENTS

A. The next meeting of the Board of Supervisors is scheduled for Tuesday, December 3, 2013

B. Doylestown Township Municipal Building will be closed on Thursday, November 28th and Friday, November 29th in observance of Thanksgiving.

III. MINUTES APPROVAL –

Mr. Scarborough made a MOTION; seconded by Mr. Touhill the October 15, 2013 Doylestown Township Road Inspection Meeting minutes be approved.

MOTION was ADOPTED 3-0 to 2, with Mrs. Lyons and Ms. Manion abstaining due their absences.

Mr. Scarborough made a MOTION; seconded by Mr. Colello the October 15, 2013 Doylestown Township Work Budget Session minutes be approved.

MOTION was ADOPTED 4 -0 to 1, with Ms. Manion abstaining due to her absence

Mr. Scarborough made a MOTION; seconded by Mr. Colello the October 15, 2013 Doylestown Township Board of Supervisors Regular Meeting minutes be approved.

MOTION was ADOPTED 4 - 0 to 1, with Ms. Manion abstaining due to her absence

IV. REPORTS

A. Solicitor

No Report

B. Police Chief

Chief Logan updated the Board on the status of the Police Grant, where no awards have been granted to date. With traffic, Route 202 & 313 Poole's Corner also received no response to date. However, it's currently on Penn Dot's cue. Chief Logan completed a field inspection today for South Eastern Road at New Britain and Sauerman Roads with Penn Dot and Pennoni & Associates. Discussions regarding options for line painting, where updated traffic counts to

determine if traffic signals are warranted were suggested. Final permit was received for the dedicated left hand turn of Phase 4 for Route 611 towards Edison Furlong Road and progress should begin soon.

C. Township Engineer

No Report

D. Manager

1. PennDOT Agreements and Resolutions– Rt. 202 Parkway

Ms. Mason presented the Board with the Pennsylvania Department of Transportation (Penn Dot) Agreements and Resolutions pertaining to the Route 202 parkway. Upon PennDot's coordinator's decision to hold all agreements until each were received from all municipalities before submitting to Harrisburg, it caused the contracts to fall over the 60 day filing deadline and become stale. Now all the municipalities must re-authorize and re-sign documents for re-submittal.

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve the resolution and authorize the Doylestown Township Chairman sign the Traffic Maintenance Resolution, Preventative Maintenance, Video Sharing System Maintenance and Cooperative Memorandum of Agreement with regards to the Route 202 Parkway.

MOTION was ADOPTED 5 to 0.

2. Pebble Ridge/Wood Ridge Sewer Extension – Update

For informational purposes, Ms. Mason reported a response from the Department of Environmental Protection (DEP) was received regarding the 3M planning module. DEP has requested several items be addressed and submitted. Ms. Mason will be meeting with the Bucks County Water and Sewer Authority next week to assist with completing the process. Township Engineers for the project, CKS Engineers will respond to DEP letter upon receiving all materials.

Ms. Mason requested Board's consideration on a notation in DEP's letter specifying a 180 day period to complete the review process, ending on February 23, 1014. There is a concern the deadline will not be met with the upcoming holidays. DEP is requesting an additional sixty days to complete the review to avoid them disapproving the plan.

Mr. Colello made a MOTION; seconded Mr. Touhill the Doylestown Township Board of Supervisors approve a 60 day extension to DEP to review the 3M Planning Module as it pertains to the sewer connection along Pebble Ridge/Wood Ridge and vicinity.

MOTION CARRIED 5 to 0.

E. Supervisors

Mr. Touhill reported the Bike and Hike Committee met this morning to discuss various, ongoing projects, especially Destination Peace Valley on the Pine Run reservoir. A representative from the Department of Conservation and Natural Resources (DCNR) came out to discuss their participation with the project. All information of the meeting is located at

www.doylestownpa.org. Mr. Touhill encouraged anyone interested to attend the Bike and Hike Committee meetings.

The Save Kid Castle Committee is continuing with fundraises for the completion of Phase II of Kid Castle. The next event is scheduled for November 22, 2013 from 5:00pm until 7:00pm. All details are located at <http://savekidscastle.org/events/upcoming-events>.

The bridge located on Old Dublin Pike is open after months of construction.

Mr. Colello reported Doylestown Television (DTV) has a 37% average of live broadcasting. Mr. Colello encouraged everyone to view other broadcasts, such as the EAC riparian buffer and bats programs. The township is also working on adding additional programming.

Currently the township's Twitter account has 153 followers and 332 likes on Facebook. Mr. Colello asked the public for more support.

Regarding Development, the 360Old Dublin Pike project is making changes and a plan for the Shady Retreat area will be presented to the Planning Commission soon. Mr. Colello encouraged anyone interested to attend the Planning Commission meetings and find out more.

Following Hurricane Sandy, Mr. Colello reported \$53,750.11 was awarded from the disaster fund, which equals a 100% refund of what was requested. He thanked township's Code Enforcement Director; Sinclair Salisbury for his efforts.

In response to residents comments, Mr. Colello reported as per Doylestown Township Police department monthly report, on average a daily report consists of 2 accidents, 8 traffic violations, 24 service calls and 2 offensives. Mr. Colello concluded the police have a very difficult and busy job.

Mrs. Lyons reported some residents east of the Route 202 exit ramp requested the township consider installing a sound buffer along the approach towards Poole's Corner. Ms. Mason will address the request in a form of a letter to Penn Dot.

V. PUBLIC HEARING

A. Amendment to Subdivision and Land Development Ordinance – Street Hierarchy

Mr. Garton reported the final version of the Street Hierarchy has been reviewed by the Doylestown Township Planning Commission and advertised for public hearing. Based upon the comments from township's Planning Consultant; Judy Stern Goldstein, nothing is required as far as an amendment based upon comments from the Bucks County Planning Commission, who recommended approval along with Doylestown Township Planning Commission.

Mrs. Lyons made a MOTION; seconded by Mr. Scarborough the Doylestown Township Board of Supervisor amend the Subdivision and Land Development Ordinance for Street Hierarchy noting Section 22, Article 6 to change regional arterial East State Street from East Street.

MOTION was ADOPTED 5 to 0.

Public Comments:

Mrs. Lyons reported Rogers Road is deemed a neighborhood collector, which is the lowest form of roadway. As examples of Street Hierarchy; a community collector is Ferry Road and East Road. A community arterial is Butler Avenue and Easton Road between the Borough line and Swamp Road. A regional arterial is Route 611 and Route 202 Parkway.

Resident; Ray Hendricks of Spring Valley Road noted a street sign for Spring Valley Drive is located on the corner coming from Edison Furlong Road. Mrs. Lyons questioned what does the Post Office lists the road as. Mr. Hendrick answered; Spring Valley Road. Mr. Garton recommended the Road Department check their records for errors.

Ms. Manion made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve the Doylestown Township Amendment to Subdivision and Land Development Ordinance as related to the Street Hierarchy.

MOTION was ADOPTED 5 to 0.

B. Amendment to the Codified Zoning Ordinance of 1988 – Street Hierarchy

Mr. Scarborough made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisor amend the Doylestown Township Codified Zoning Ordinance of 1988 to have the word "or community collector" appear in Section §175.16.E(6)(a) as related to Article IV, Article V and Article XVIII of the Street Hierarchy as recommended by the Bucks County Planning Commission.

MOTION was ADOPTED 5 to 0.

Mr. Garton reported the ordinance has been duly advertised and recommended for approval by the Bucks County Planning Commission and the Doylestown Township Planning Commission.

Public Comment: None

Mr. Touhill made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve the Codified Zoning Ordinance as related to Article IV, Article V and Article XVIII of the Street Hierarchy.

MOTION was ADOPTED 5 to 0.

VI. NEW BUSINESS**A. 2014 Stormwater Planned Activities – Conestoga-Rovers – Scope & Cost Estimates**

Ms. Mason reported Conestoga-Rovers Associates submitted for Board approval their proposal for Scope of Work and Cost Estimate of 2014 Activities in the amount of \$16,700. The scope of work will include inspections, sampling, mapping and reporting anticipated for the NPDES Illicit Discharge Detection & Elimination Program along the township. The proposal also includes a public presentation, typically conducted in February along with project management on the township's stormwater requirements for DEP.

Mrs. Lyons questioned if the costs is consistent as compared to 2012. Township Assistant

Manager; Sandra Zadell answered; the costs were included in the 2013 budget and costs are cheaper than last year, because of less work. Last year, Conestoga-Rovers increased mapping as required by DEP. Ms. Zadell then noted, this year a new test will differentiate coliform bacteria between animal and human resources, which is very important.

Ms. Manion made a MOTION; seconded by Mr. Scarborough the Doylestown Township Board of Supervisors approve Conestoga-Rovers Associates' proposal for Scope of Work and Cost Estimate for 2014 Activities in the amount of \$16,700.00.

MOTION was ADOPTED 5 to 0.

B. Bids and Proposals

1. Snow Removal Bid

Mr. Scarborough made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors award the 2013\2014 Snow and Ice Removal Bid in the amount of \$83,000.00 for township's winter season beginning on November 30, 2013 ending April 15, 2014 as recommended by Director of Operations; Richard E. John to...

*Hartman Landscape Nursery, Inc - 3 trucks at \$140.00 per hour, truck with operators
Doylestown, PA 18902*

*Puppy Dog Landscape Corp - 1 truck at \$140.00 per hour, truck with operator
Sellersville, PA 18160*

*Visual Technology Services, Inc - 2 trucks at \$105.00 per hour, truck with operators
Ottsville, PA 18942*

*Spear Excavating, LLC - 1 truck at \$110.00 per hour, truck with operator
Red Hill, PA 18076 3 trucks at \$95.00 per hour, truck with operators*

MOTION was ADOPTED 5 to 0.

2. Precast Concrete Wall Panel Bid – 2013

Mr. Scarborough made a MOTION; seconded by Ms. Manion The Doylestown Township Board of Supervisors award the 2013 Precast Concrete Wall Panel Bid for the supply and delivery of 40 sections of precast concrete walls panels in the amount of \$22,200.00 to Sollenberger Silos, LLC of Chambersburg, PA as recommended by Director of Operations; Richard E. John

MOTION was ADOPTED 5 to 0.

3. Tree Pruning and Take Down Proposal

Ms. Manion made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors award the Tree Pruning and Take Down Proposal to remove approximately 55 unsafe trees and damaged and/or dead limbs along the Cedarcrest Farms open space, Doylestown Lea Bike &Hike Pathways and along the right of ways of Shady Retreat, Sandy Ridge, Pine Run, Pebble Wood, Turk, Short, Bittersweet and Sunset Drive to Jimmy's Tree & Landscape Contractors of Philadelphia, PA 19120 in the amount of \$18,500.00 as recommended by Director

of Operations; Richard E. John.

MOTION was ADOPTED 5 to 0.

C. Fund Management Policy

Ms. Mason reported as discussed at the October 15, 2013 Budget Work session, the Fund Management policy is a requirement that needs to be in place for audit purposes.

Mr. Colello made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors adopt the Doylestown Township Fund Management Policy.

MOTION was ADOPTED 5 to 0.

D. Request to Hookup to Public Sewers

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve an Emergency Public Sewer connection to Mr. & Mrs. James Glitz of 59 Pine Valley Road, Mr. & Mrs. Richard Gazda of 559 West Sandy Ridge Road and Mr. Walt Studley of 577 Pine Run Road from the Harvey Avenue Waste Water Treatment Facility due to failing onsite septic systems.

MOTION was ADOPTED 5 to 0.

E. Neshaminy Greenway Trail – Design Assistance (Supplement #3)

Ms. Mason reported as per supplement #3 with Neshaminy Greenway Trail Design Engineers; Michael Baker, Jr, PHMC returned their review for the Small Project Waterway Obstruction permitting application and requires the completion of a phase 1 archeological survey. Baker Engineers obtained three proposals, with the lowest quote from AD Marble in the amount of \$11,800.00. The survey will be a pit test for the required feet along the Neshaminy Greenway to determine any archeological finds. Additional permit requirement assistance, NPDES permit application and a post construction stormwater plan is also required. The total supplement, including AD Marble's quote is \$27,968.91. The Bike and Hike Committee has reviewed all materials and recommends the Board approves the project to move forward. The Bucks County Grant award will cover all costs.

Resident; Keith Peters questioned if the areas along the Route 202 Parkway will be re-surveyed due to artifacts being found previously. Ms. Mason clarified; the area being survey is adjacent to the Route 202 parkway, but not in the same area. Mr. Peters then questioned if the township will be responsible for any remediation if items are found. Ms. Mason answered; Bike and Hike member, Thomas Kelso doesn't feel anything will be found. However, if any items are found the township will notify the Harrisburg agency or materials will be display by the township.

Mr. Scarborough made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approve Michael Baker, Jr Engineers Scope of Work for Supplement #3 with the addition of AD Marble completing a phase 1 archeological survey, permit requirement assistance, NPDES permit application and a post destruction stormwater plan for a total amount of \$27,968.91 to be applied to the Bucks County Greenway Grant as per the Bike and Hike Committee's recommendation.

MOTION CARRIED 5 to 0.

F. Zoning Hearing Board Applications

The Doylestown Township Board of Supervisors agreed by consensus to have Mr. & Mrs. C.Scott Rubel of 2 Hidden Lane request of a variance be forwarded to the Zoning Hearing Board. Further, the Board agreed by consensus to have Mr. & Mrs. Richard Kinsch of 166 Edison Furlong and Mr. & Mrs. Glassman of 172 Sunset View Drive request of a special exception be forwarded to the Zoning Hearing Board, all without township representation as per Township Manager; Stephanie Mason recommendation.

G. Budget Presentation

Doylestown Township 2013 Revised Budget

Ms. Mason reported the Doylestown Township 2013 Budget remains at 10.25 mil's. Mrs. Lyons added the actual 2013 Revenue was \$12,064,424. The original budgeted revenue was less, which is good. Ms. Mason continued the original expenses was projected at \$11,546,683 and the original budgeted expenses is \$12,397,555, which are also less. This resulted in a fund balance of \$7,683,783.

Mr. Scarborough made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approve the Doylestown Township 2013 Revised Budget.

MOTION was ADOPTED 5 to 0.

Doylestown Township 2014 Preliminary Budget

Mr. Garton reported the Board is to approve a preliminary 2014 township budget to be available for public review for 20 days. Prior the approving, the Board is allowed to make adjustments from the preliminary budget at no more than 10% of an increase on any major topic and 25% on a minor topic as described by the state regulations. However, the Board is allowed to reduce the budget without restrictions. Mrs. Lyons added after several budget work sessions, the contemplated budget does not include a tax increase, but does indicate an increase in revenue and expenses. This is due to an anticipated one million dollar additional capital improvement plan.

Ms. Mason reported the budget provides the Board with the services to the township that will remain the same in 2014 as a balanced budget with no tax increase and millage remains at 10.25. The average value of a house is assessed at \$40,055 and will pay \$410.56. 37% of the budget will support the township's police services. Necessary appropriations that have been budgeted by the Board of Supervisors for capital purchases, such as \$150,000 for fuel management system, \$55,810 for in-car cameras for police vehicles, \$390,000 in a form of a grant for traffic signal upgrades for adaptive control and other grants for funding of Destination Peace Valley and the Neshaminy Greenway. The budget also shows a 3% salary increase for non-uniform employees by merit and 3.5% increase for police salaries by contract. Revenues are up over one million dollars and expenditures up over two million dollars. However, it's projected at the end of 2014 a fund balance of \$5,615,713.

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve the 2014 Doylestown Township Preliminary Budget for public review during a 20 day period.

MOTION was ADOPTED 5 to 0.

Mrs. Lyons thanked the township's Department of Finance, Ways & Means Committee and Ms. Mason for a job well done. She then reported the Board anticipates final movement on the 2014 budget at the next Board of Supervisors December 17, 2013 Regular meeting.

H. Treasurer's Report – November 19, 2013

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve the November 19, 2013 Treasurer's Report.

MOTION was ADOPTED 5 to 0.

I. Bills List – November 19, 2013 & November 5, 2013

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve the November 19, 2013 Bill's List in the amount of \$125,743.10.

MOTION was ADOPTED 5 to 0.

Mr. Scarborough made a MOTION; seconded by Mr. Touhill The Doylestown Township Board of Supervisors approve the November 5, 2013 Bill's List in the amount of \$72,844.65.

MOTION was ADOPTED 5 to 0.

VII. ANNOUNCEMENTS

VIII. ADJOURNMENT

The November 19, 2013 Doylestown Township Board of Supervisors Regular meeting was adjourned at 7:55 pm.

Respectfully submitted by,

Stephanie J. Mason
Secretary