



# Board of Supervisors

## Regular Meeting

~ Minutes ~

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

215-348-9915

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Tuesday, February 5, 2013

7:00 PM

Public Meeting Room

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**I. 4:00 PM PENSION MEETING**

**II. 7:00 PM REGULAR MEETING**

Members of the Board of Supervisors:

Chairman; Barbara N. Lyons, Vice Chairman; E. Thomas Scarborough and Supervisors Richard F. Colello, Shawn Touhill and Ryan Manion.

Members of Township Staff:

Township Manager; Stephanie J. Mason, Director of Operations; Richard E. John, Township Solicitor; Jeffrey P. Garton and Chief of Police; Dean A. Logan.

Absent: Township Engineer; Mario Canales

**A. Pledge to the flag**

Open Space Presentation:

Chairman; Dr. Joshua Feldstein reported on monies allocated by Bucks County totaling \$620,408 is available. The program is providing 75%. Additionally, property owners participating in the open space program commit to 25%.

For 2013, the Board of Supervisors approved \$310,000 be allocated to a project which has been committed, but not executed. This will leave an available balance of approximately 1/2 of \$620,408 in the open space preservation committee's budget.

Dr. Feldstein provided a brief description of the committee's duties and noted Doylestown Township has 15.54 square miles at 9,945.6 acres. 740 (739.8992) acres has been given to the township as a gift, 233 acres are preserved for Delaware Valley College and 305.65 acres is part of Pine Run. This equals a total of 1,278 acres given to Doylestown Township. Dr. Feldstein concluded by comparing Central Park located in New York is 843 acres, which is 8 1/2 times larger than Central Park located in the township at 100 acres. He then commented on the wonderful job completed by township staff.

**B. Visitors/Public Comments**

None

**III. ANNOUNCEMENTS**

**A. The next meeting of the Board of Supervisors is scheduled for Tuesday, February 19, 2013 at 7:00PM**

- B. The Administrative Offices will be closed on Monday, February 18, 2013 in observance of Presidents' Day
- C. Ski Tickets are now available. Please contact the Administration Offices to purchase.

**IV. MINUTES APPROVAL – Regular Meeting - January 15, 2013**

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors, January 15, 2013 Regular meeting minutes be approved.

MOTION was ADOPTED 5 to 0.

**V. REPORTS**

- A. Solicitor  
No Report

**B. Police Chief**

- 1. Collective Bargaining Agreement

Chief Logan referenced his January 30, 2013 memo where recommending the police department continue with a 12 hour work schedule as implemented. In 2012, the police department conducted a one year trial period. Chief Logan is in favor of continuing the 12 hour work schedule, because it has shown substantial savings due to shift coverage. With the 12 hour work schedule, a fourth squad will need to be overseen by a sergeant..

Mr. Colello questioned if realignment of police cars will be implemented. Chief Logan answered; yes, if the department can maintain a full staff of 21 officers and reduction of a 12 hour schedule is sustained.

The Board agreed by consensus as per the recommendation of Chief Logan.

- 2. Request for Promotion to Sergeant – Corp. Bryan Rose

Chief Logan then requested Board approval to approve a promotional process of a Corporal to Sergeant. He then recommended the promotion of Corporal Ryan Rose at the February 19, 2013 Board of Supervisors Regular meeting.

The Board agreed by consensus as per the recommendation of Chief Logan.

- C. Township Engineer  
No Report

**D. Manager**

- 1. Training Request – PELRAS 2013

Mr. Scarborough made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approve Assistant Township Manager; Sandra Zadell attend the Public Employment and Labor Relations Advisory Service (PELRAS) conference with a three night stay in the amount of \$492.00.

MOTION was ADOPTED 4 to 0.

2. PSATS 45th Annual Twp. Citizen Communication Contest – Notice of Awards

Ms. Mason announced the Pennsylvania State Association of Township Supervisors (PSATS) 45th Annual Citizen's Contest awarded Doylestown Township second place in the Other Publications category for its Parks and Recreation Program Guide and awarded third place in the Class 1 Newsletter category. Ms. Mason then thanked Parks & Recreation Director; Karen Sweeney and Assistant Township Manager; Sandra Zadell for their hard work.

3. Poole's Corner Park and Ride – Update

Ms. Mason updated the Board on the Poole's Corner Park and Ride issue where she forwarded a letter to the township managers of Buckingham and Doylestown Borough. An email response dated January 25th was received by Doylestown Borough Manager; John Davis indicating their status quo and have not received any further information on the removal of a park and ride \ trail head lot issue. To date, no response was received by Buckingham Township.

**E. Supervisors**

1. Dog Park Advisory Board – Revision of Resolution – B. Lyons

Mrs. Lyons reported due to an overwhelming response regarding the implementation of the Doylestown Dog Park Advisory Committee, consideration of two additional Doylestown Borough residents to join the committee is requested by the Borough.

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors adopt Resolution #1649 amendment establishing the Doylestown Township Dog Park Advisory Board and allow the Board to appoint two Doylestown Borough residents designated by Doylestown Borough Council as members.

MOTION was ADOPTED 5 to 0.

2. Dogs on Leash in Doylestown Parks – B. Lyons

Mrs. Lyons reported on the non-enforcement of leash and clean up laws regarding pets entering the township's parks system. The township will now have a police officer patrolling the parks on a bicycle to ensure these laws are being enforced. Residents have been alerted through the township's newsletter and Mrs. Lyons cautioned the public to take the law seriously for safety reasons.

Resident; Lee Schwarz of 189 Sunset View Drive questioned if the bike and hike paths are considered part of the parks system. Mrs. Lyons responded yes all bike / hike are considered part of the township's park system.

Mrs. Lyons questioned if the maintenance team of the Parks & Recreation Board have authority to issue citations to violators. Mr. Garton answered; the maintenance team has no authority to issue citations. However, they can notify the police department who will respond to any issues. Chief Logan added the police department is able to file citations from information received by a third party (township staff or resident). They will need to testify in court if the violator pleads not guilty.

3. Kids Castle Update – S. Touhill

Mr. Touhill reported on the ongoing efforts of the Save Kid Castle Committee by indicating their design committee held a successful Design Day by collecting over 100 drawings of the new equipment from Cold Spring Elementary. The fund raising committee reported as of December 31st a total of \$50,000 in donations were received. The art committee has commenced in preparing art work and assisting the clean-up committee. Parks and Recreation Director; Karen Sweeney will make sure upcoming events are mentioned in the township's newsletter. The next scheduled event is the March 23rd Closing Party at

10:00am for Kids Castle maintenance. Also, the Art Committee is requesting volunteers to assist with categorizing art work every Sunday. Anyone interested may contact the township administrative offices for information.

Mr. Scarborough reported on his January 30th attendance along with Ms. Mason and Chief Logan at a meeting with Warrington Township regarding an issue with ambulance and fire companies. Central Bucks Ambulance has offered their services to assist with responding measures for Doylestown Township and Borough residents. Warrington Township will be taking over administrative and operations of the ambulance and eventually fire. Fire coverage is also a problem along the southern end of the township. Mr. Scarborough will provide continued updates on this issue.

Mr. Colello reported on his attendance at a February 4th meeting with Bucks County Conservation District for the Sensory Trail. Upon a tour of the trail, Mr. Colello indicated a bike / hike path will be constructed off New Britain Road (near athletic field) towards the edge of the woods where the sensory trail will be located. He is anticipating construction of the trail will begin within the next few months.

Mr. Colello then commented 2013 will be very exciting due to full agendas at various Board and Commission meetings recently attended. He then suggested each committee continue to hold meetings if a full quorum is not present. If any motions or actions are needed, the chairman should contact all non-attending members to receive their votes in order to move things along. Mr. Garton added; with exception of the Zoning Hearing Board and Doylestown Township Municipal Authority, all committees act under an advisory role where meetings can be held without a quorum to discuss issues or make recommendations.

Ms. Manion congratulated the Parks & Recreation department on their recent awards from PSATS. She then commented on the progress of Kids Castle as a true testament in the commitment from township residents to improve the parks.

Mrs. Lyons added the Open Space Land Preservation committee voted to have Bucks County approve the allocation of \$310,000 towards the construction of the Sensory Trail. A portion is approved based upon submission of a plan for the committee's review.

## VI. NEW BUSINESS

### A. Exonerate Tax Collector

Mr. Touhill made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors exonerate Township Tax Collector for uncollected 2012 taxes in the amount of \$26,880.64 because of the obligation to effectuate to collector has been transferred to the County of Bucks County and included in the County's Tax Claims Bureau's lienable taxes.

MOTION was ADOPTED 4 - 0 - 1 with Mr. Scarborough abstaining due to his connection with the Township Tax Collector.

### B. Fee Schedule Amendment

Mr. Colello made a MOTION; seconded by Mr. Scarborough the Doylestown Township Board of Supervisors approve Resolution #1673 Amending the 2103 Fee Schedule to add section; Application for Inter-Municipal Transfer of Liquor Licenses on page 4.

MOTION was ADOPTED 5 to 0.

### C. 2013 Trash Haulers Agreements

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of

Supervisors award the following companies permits to collect solid waste and recyclable in Doylestown Township for both residential and commercial customers during 2013...

- 1) Republic Water Services, 731 E. Reliance Road in Telford, PA - **Residential / Commercial**
- 2) G&C Waste Services, 2955 Felton Road, East Norriton PA - **Residential / Commercial**
- 3) George Leck & Sons, 237 Jacksonville Road, Ivyland PA - **Residential / Commercial**
- 4) Interstate Disposal Services, P.O. Box 1500, Skippack PA - **Residential / Commercial**
- 5) Waste Management of Indian Valley, 400 Progress Drive, Telford PA - **Residential / Commercial**
- 6) Tinari Container, 1060 Industrial Blvd, Southampton PA - **Commercial**
- 7) Sustainable Waste Solutions, 684 Forman Road, Souderton PA - **Commercial**
- 8) Gorski Trash Removal, 975 Cedar Lane, Penns Park PA - **Commercial**
- 9) JP Mascaro & Sons, 109 Wile Road, Souderton, PA - **Commercial**

MOTION was ADOPTED 5 to 0.

D. Zoning Hearing Board - Fleming, 52 Warden Rd – Request a special exception

The Board agreed by consensus to forward Penelope P. Fleming of 52 Warden Road, Doylestown request for special exception for a home based business to the Zoning Hearing Board.

E. Road Salt Bid 2013 – 2014

Mr. Colello made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve Doylestown Township commit in their participation with the Commonwealth of Pennsylvania Department of General Services 2013/2014 PACOSTARS Sodium Chloride contract to supply and deliver DGS Sodium Chloride throughout the August 2013 until July 2014 season.

MOTION was ADOPTED 5 to 0.

Mr. Colello noted the Authority spread salt on roads even during light snow fall to ensure safety.

F. Bills List - February 5, 2013

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve the February 5, 2013 Bill's List in the amount of \$117,199.99.

MOTION was ADOPTED 5 to 0.

## VII. BOARD & COMMISSIONS PRESENTATIONS

### Zoning Hearing Board:

Chairman; Andrew McPherson reported the Board received six applications in 2012. One H1 application was rejected and one appeal filed with the Bucks County Courts. The appeal was withdrawn due to a lack of a case. Another application was deemed unreasonable for a set back of a shed. However, an acceptable compromise was made. For 2013, one case is pending for a H1 application with several others on the way. Mr. McPherson concluded by informing the public, the committee performs as an independent unit and not controlled other than appointment by the Board of Supervisors.

### Ways and Means:

Chairman; Mark Glassman explained the role of the committee is to assist in making informed decision that will impact the township financially in an advisory role. The committee meets every 4th Wednesday of every month with additional Budget Work sessions held from September until November. Upon explaining the duties of the committee, Mr. Glass reported in 2012 the committee's objective was automating and improving the quality of data and financial reporting. In 2013, an accounting system upgraded is scheduled; staffing and related costs will be viewed to include the benefit plan to determine what makes sense for non-uniform employees. A defined contribution plan was viewed for the new hires as well as reduce spending, resources for revenue, planning through 2015 and opportunities regarding

dashboard reporting. Mr. Glassman concluded by informing the Board this will be his last year on the committee.

#### Traffic Advisory Board:

Chairman; Mark Shiner reported; 2012 accomplishments included developing a more scientific method to determine traffic problems. With the assistance of Chief Logan and township staff the board was able to receive monthly road figures. Sugarbottom and Rogers Roads continues to be a challenge. However, the board will be vigilant in monitoring the roads and provide suggestions for a resolution. The board also attended Penn Dot's regional planning efforts.

In 2013, the board has several projects to view such as, Poole's Corner results and Route 202 Parkway traffic patterns. Mr. Shiner is currently asking all members to be aware of any traffic changes effected by the parkway. Also projected will be the monitoring of Rogers & Sugarbottom Roads and addressing residents' concerns.

#### Telecommunications Advisory Board (TAB):

Chairman; Ed Ebenbach reported on the Board's mission to oversee franchise renewal, maintenance and improvements to Doylestown Television (DTV). The Board has three members and meet on the 2nd Monday of each month. Mr. Ebenbach welcomed anyone who wishes to attend.

Accomplishments in 2012 include current franchise renewal with Comcast Cable, where an agreement will be presented for Board's review within the next few weeks. With programming; changes and renewals were completed such as with the EAC hour and DTV's new logo. Introduction of titles and captions were also completed, so speakers and topics are identified. Most importantly, web streaming has been transitioned from a pilot program of three months into a full township service. The viewing records shows, the most watched meeting was the June 2012 Public Sewer presentation, 10% of devices that accessed the service are mobile. This is up 20% from 2011. Approximately 121 visit the Board of Supervisors meetings and 8 to 71 visits accessing the website to view agendas and minutes. A grand total of over 4,000 visits were made to the web streaming in 2102.

For 2013, more of the same accomplishments made in 2012 are scheduled. The "Moments in Time" oral history of Doylestown video footage project has been taken over by students of Middle Bucks Technology. They are looking forward in broadcasting by the first quarter in 2014. TAB will be contacting other Boards and Commissions to provide additional programming and/or events to record. A recommendation is planned for new social media communication contact tools for Board's review later in the year. In the wake of Hurricane Sandy, the TAB board will be working with Emergency Management to assist in providing internet access during disaster situations. Most importantly, definition of longer range plan for equipment replacement and obsolescence will be scheduled.

#### Planning Commission:

Chairperson: Judy Hendrixson reported in 2013 over six proposed development plans were reviewed to include Pooles Corner for the Bike/Hike path, Penn Color and Shelbourne Healthcare. Most recently, a tour was conducted at the Blueberry Hill property. This plan will be very challenging and the applicants have asked for the commission's assistance with identifying variances to have several vacant office spaces occupied. Also in 2013, a review of a revised development plans for the Pavilion at Furlong where an extension was granted until June as well as several minor sub-division applications. Lastly, the township's zoning ordinances are scheduled to be cleaned up and updated.

#### Bike and Hike Committee:

Judy Hendrixson reported in 2013 the Bike/Hike Committee will be working on constructing a kiosk at the Rt. 202 Parkway & Lower State Road and use of the website with maps to link with other trails in the area. The committee recently joined the Bicycle Coalition Circuit to assist in connecting these trails. Feedback from the parkway bike lane indicates the lane is too narrow and complaints of grit from salt on the road have been received. The committee will address the issues with the help of signage for safety

and directional purposes. Phase II of the Neshaminy Creek parkway is underway connecting through the sewer treatment plant toward Upper State Road. Phase III will include a connection from Upper State Road towards the New Britain Train Station into Chalfont. The committee has been very successful in receiving grants for funding of the trails.

Some concerns for 2013 include the railroad crossings along New Britain Road which has been problematic. The committee would like to see the path connect up to Central Bucks High School West towards the YMCA. Lastly, Ms. Hendrixson will speak with the committee to consider implementing a bike cam, where footage of the trail can be seen through a cyclist eyes.

A resident questioned if it's possible to have the trail along the right side of New Britain Road towards Turk Road improved. Ms. Hendrixson will bring the subject up at the next Bike and Hike meeting.

Mrs. Lyons questioned if an easement can be obtained to connect a trail through the Ventresca property off Keeley Road. Ms. Hendrickson answered; the committee is currently viewing options for a trail connection design where it will ride along the creek off Keeley. Also, a new bridge will be constructed so the trail will lead toward Peace Valley Park.

#### Parks & Recreation:

Kathy Brown reported; all meetings are held on the 2nd Tuesday of every month beginning at 5:30pm and currently has two vacancies. 2012 accomplishments include sponsoring numerous and successful special events and continue to provide diversified programming opportunities. Ms. Brown encouraged all residents to read the award winning program guide and take advantage in the variety of programs offered. The dog park is finished and sensory trail is moving along. [www.doylestownrec.com](http://www.doylestownrec.com) website has been enhanced and effectively used. Moving forward in 2013, the board will continue in offering programs, updating the guide and brochure. Assistance with the renovations of Kid Castle will also continue. Digging for the Game Grove and placement of benches and tables has begun. The installation of a life trail for older adults is also underway. Lastly, Park and Recreation rules will be reviewed for changes and recommendation for Board approval.

#### Dog Park Advisory Board:

Kathy Brown reported the Board's first meeting was held last night and the dog park is off to a good start. All information can be found on [www.doylestownrec.com](http://www.doylestownrec.com). In 2013, the main task is to view long and short term goals for media concerns.

#### Doylestown Township Municipal Authority:

Secretary; Richard Bach informed; the Authority meets on the 3rd Thursday of every month at 4:00pm. Upon providing a brief description of the Authority's duties in providing the township with clean water, Mr. Bach reported 1,705 customer meters were read in 2012, which cover bulk services to Doylestown Commons, New Britain Borough, Neshaminy Manor and Patriots Ridge. The total of customers using water is 4,270. Presently the township uses approximately one million gallons of water per day. The township has the capability of producing up to four million per day without affecting the ground water levels. Monies received from the Department of Environmental Protection (DEP) are set aside for future projects. The Cross Keys project which began in 2010 has extended into 2012 where 14,000 square feet of new water main was laid along Doylestown, Buckingham and Plumstead Townships. This totals 2.8 miles and eliminated problems with TCE containments. Also as result, 90% of the wells are sealed as a portion of the commitment. Reimbursement for expenses comes from the 100 parcels connected.

For 2013, the Turk Road Booster station is scheduled to be completed. The pumping station will be considered a Central Bucks School building leased by the Authority at a \$1.00 per year for 99 years. The line will run across Cherry Lane into the Poole's Corner area to provide full pumping service. The North Booster station has been upgraded to provide pressure for the new Carriage Hill community located off Route 313. The Carriage Hill development is scheduled to construct 463 homes where currently 70 homes are connected. Once all homes are built, the township will pick up the connection fees and will

require approximately 115 gallons of water per day. Water is now being provided to Plumstead Township on a bulk basis.

While providing the public with a brief history of the oldest fire hydrant located off Ferry Road and Route 313, Mr. Bach explained the importance of having a public water connection for unlimited supply. Another benefit is public protection classification (PPC), which is a determination of the municipality's ability to provide protection against fire. The ratings are based upon several components, such as public water, equipment location and training of a fire company. This classification receives credit towards insurance and not available to municipalities without PPC. Doylestown Township's rating is between a four and nine, which means the township is capable of protecting the residents against a fire. The credit is only applied towards commercial buildings.

Public Comment:

Ms. Hendrixson questioned if there are plans to install additional fire hydrants. Mr. John answered; yes, as long as there is very little cost involved.

Ms. Lyons questioned when the fire hydrants located on Cherry Lane and Turk Road will be turned on. Mr. John answered; as part of the Turk Road pumping station, the hydrants are scheduled to be activated in late spring of 2013, once the pumping station begins running.

Environmental Advisory Committee (EAC):

Vice Chairman; Sean Sablosky reported in 2012 the committee reviewed five development plans to include Thompson, Pavilion at Furlong and the Nejad Tract. Work was completed in conjunction with Doylestown Borough EAC to host the fifth annual Summit and Bird Town events. Events in 2012 included, EAC programming hour expanded to 6:00am and 6:00pm, Leaf & Yard waste drop off at two pick-ups per year, Green box program collected over 100 pounds of batteries to recycle and Arbor day where 16 bird houses were built. For projects in 2012, EPA handling of Chem-Fab site was closely monitored and a grant was received to study trash collections at no cost to the township. The EAC hopes to complete a report at the end of February for Board's review.

For 2013, the EAC will continue to hold the same events as in 2012 to include the Shred event where residents can bring in sensitive materials for shredding. Other events scheduled in 2013 is the May 18th Bird Walk in collaboration with the Parks & Recreation Department. Mr. Scarborough added the EAC hosted Tree City USA for the last 15 years.

Public Comment:

Ms. Hendrixson questioned if light bulb recycling will be offered. Chairman; Keith Peters indicated home improvement stores, such as Home Depot and Lowes offer a light bulb recycling project.

A resident questioned if electronic recycling is offered. Mr. Peters indicated the county is scheduling an electronic recycling program. Until then, Best Buy electronic store offers a program. Assistant Township Manager; Sandra Zadell suggested to contact (800) Recycle911 to receive information on how to recycle a variety of items, which can be found on [www.doylestownpa.org](http://www.doylestownpa.org).

Ms. Kathy Brown questioned when the Shredding event will take place. Ms. Zadell answered; June 15, 2013 from 9:00am until 12:00pm.

CB Regional Aging Task:

On behalf of Bill Lloyd, Ms. Mason reported the committee meets on the 1st Friday of every month and moving forward with wonderful speakers. They also strive to enlist new members.

Public Water & Sewer Advisory Committee:

On behalf of the committee, Ms. Mason reported they have been working with CKS Engineer to move forward with the 3M Planning Module. The committee is hoping the report will be completed for Board



review within the next few months.

Performing Arts Council:

On behalf of the council, Ms. Mason reported six concerts are scheduled for the Summer Concert Series scheduled to begin on June 26, 2013. Fund raising measures for the concerts are currently underway. Director of Parks & Recreation; Karen Sweeney added the council has four vacancies for new members consisting of three for the township and one for the borough.

Mrs. Lyons suggested a notice be sent to John Davis in order to communicate with the Borough so they inform their residents of the vacancies and other issues.

**VIII. ANNOUNCEMENTS**

**IX. ADJOURNMENT**

The February 5, 2013 Doylestown Township Board of Supervisors Regular meeting was adjourned at 8:50pm.

Respectfully submitted by

Stephanie J. Mason  
Secretary