



Board of Supervisors

Regular Meeting

425 Wells Road
Doylestown, PA 18901
www.doylestownpa.org
Twitter: @DoylestownTwp
www.facebook.com/doylestowntwp
215-348-9915

~ Minutes ~

Tuesday, January 20, 2015

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 and Chief of Police; A. Dean Logan.

Absent: Township Engineer; Mario Canales

A. Pledge to the flag

Mrs. Lyons began the meeting by celebrating Mr. Snyder's birthday.

B. Presentations

1. Best Bird Town 2014 – Ray Hendrick, EAC Chairman

Chairman of the Environmental Advisory Council (EAC); Ray Hendrick reported the EAC was presented with the Bird on a Wire Award. In the last year, a total of 24 Boards in several townships with Bird Towns were considered for this award. Mr. Hendrick thanked Mr. Colello, Mr. Snyder along with the rest of the Board and township staff for their support. The council is looking forward to the many projects scheduled in 2015, such as the Demonstration Garden with native plants. Restorations of the Hart's Woods, Nest Box program and the new trails scheduled to be constructed. He also recognized with great appreciation the volunteers, especially Mr. Bill Mount.

EAC member and Bird Town Coordinator; Jeanne Mitchell began her report by thanking the Board and township staff for their support, especially with improving the signage and other tasks. The American Kestrel Award is the first annual Bird on a Wire for best performing bird towns in Pennsylvania. It's a new program sponsored by the Pennsylvania Audubon Society and coordinated by Audubon at home. The mission of the EAC is to encourage people to use more native plants to restore and build habitat. Not only for native birds, but for butterflies and pollinators. The council was presented the award for a number of reasons. The demonstration garden, which is a three year project had a successful first year. She encouraged anyone interested to visit the Environmental Education Area. Over 800 pamphlets were sent out to stream side boundary property owners in the township. This was a key element in receiving the award and impressed the award committee. Two bird walks were lead by Mr. Hendrick in May and September to showcase the high migration time. It also teaches residents how important and beautiful native birds and plants are. Lectures were presented twice regarding trees and shrubs.

The EAC was present at concerts and had articles written about the council. Ms. Mitchell concluded by presenting the award for the township to showcase. The council is not eligible for Bird on a Wire award in 2015, but will apply for other awards. She then presented the Board with a painting of a bird by John Rogers and informed along with the award, a check for \$1,500 was received. The money will assist with several programs, such as native plant giveaways.

2. Retirement –Officer Dorothy Kreuter

On behalf of the Doylestown Township Board of Supervisors, Mrs. Lyons awarded retiring Officer; Dorothy Kreuter with plaque and gift in recognition of 26 years of service.

Chief Logan addressed Officer Kreuter by praising her service beginning in 1988 as the first female officer to begin with the Doylestown Township Police Department. She was not only a former partner of the chief but is a dear friend. He continued, although she received no accomplishments in rank, her integrity never went unnoticed. During her service, she met and married her husband, Officer Paul Kreuter of the Central Bucks Regional Police Department. Her recognitions also presents her as the first female officer to retire from the police department.

C. Visitors/Public Comments

Resident; Keith Peters requested the Board to reconsider their position on the proposed Amphitheater to be built in the Central Park area. He requested the Board consider the structure be built along New Britain Road or Turk 2 \ 3 to keep the park setting. The amphitheater may be an anchor to future projects that may pollute the park.

II. ANNOUNCEMENTS

A. The next meeting of the Board of Supervisors is scheduled for Tuesday, February 3, 2015 at 5:00 PM

B. There will be a Pension Committee Meeting scheduled for Tuesday, February 3, 2015 at 4:00 PM

C. Ski Tickets are available through the Township at discounted prices. For more info contact our Administration Offices or online at

D. Christmas Tree Drop-Off - Trees can be dropped off at the New Britain Road entrance of Central Park until February 15th.

III. MINUTES APPROVAL –Reorganization Meeting - January 5, 2015

Mrs. Lyons announced the Board met in Executive Session, prior to the meeting to conduct interviews for Boards and Commissions.

Minute Approval - January 5, 2015 Reorganization Meeting

Mr. Snyder made a MOTION; seconded by Ms. Manion the January 5, 2015 Doylestown Township Board of Supervisors Reorganization meeting minutes be approved with the following corrections...

1) Page 3, Section C; Proposed Guidelines for Supervisors, Public Meetings and Chairperson. Second paragraph should read as " every attempt to have a board member attend in his or her place to ensure a supervisor is present at every meeting".

2) Page 3, Section C; Proposed Guidelines for Supervisors, Public Meetings and Chairperson. Third paragraph should read as "Open Space Committee should be removed from Boards and Commission list as it was retired in 2014".

MOTION was ADOPTED 5 to 0.

IV. CORRESPONDENCES

A. Park & Recreation Board Resignation – K. Brown

Mr. Touhill made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors accept with regrets, Ms. Kathy Brown's resignation as a member of the Park & Recreation Board.

MOTION CARRIED 5 to 0.

V. REPORTS

A. Solicitor

No Report

B. Police Chief – Tenure Request – Officer Jared Courts

Ms. Manion made a MOTION; seconded by Mr. Touhill. The Doylestown Township Board of Supervisors award Officer Jared J. Courts tenure from the Doylestown Township Police Department after completing one year probation period on January 24, 2015 and satisfying his field training program, as per the recommendation of Police Chief A. Dean Logan.

MOTION CARRIED 5 to 0.

C. Township Engineer

No Report

D. Manager

Ms. Mason reported the Friends of Kids Castle Committee are changing the date and time of their monthly meetings to the fourth Monday of every month at 12:30pm. The meetings will take place at the Municipal Building. Originally the meetings were taken place on the third Thursday of every month at 6:30pm. The new time and date will be more accommodating for the committee. Advertisement announcing the adjusted schedule will be printed and updated on the township's website.

E. Supervisors

Mr. Touhill reported the Park & Recreation meeting was canceled for the month. The Bike & Hike Committee met and noted March 23, 2015 is planned for the placement of the pedestrian bridge for the Peace Valley Trail. Tentatively, the second Trail Awareness day will be scheduled for September 27, 2015 to bring awareness to the bike and hike system.

Mr. Snyder thanked the Environmental Advisory Council for all of their efforts in winning the Bird on the Wire award. He then recognized all the Boards and Commission on their efforts as well.

Mr. Snyder questioned the status on the plans of the proposed amphitheater. Ms. Mason answered; the plans have been ordered and should be provided shortly. Township's engineers are completing preparation reviews for placement, such as with the walkway and positioning onsite. Additionally, the

Parks & Recreation Board is working on a schedule of completion and proposed one of the facilities as requested.

Mr. Snyder then questioned if a 2014 accident statistics comparison report can be provided to for areas that need special attention. Chief Logan responded; data cannot currently be provided, but will look into the matter.

Ms. Manion congratulated the EAC on a well deserved award and thanked them for their hard work. She then commented on her first attendance as liaison at a very informative and exciting Telecommunication Advisory Board (TAB) meeting. The township makes every effort to have their meetings accessible for residents and provides great ideas. She is hoping to assist in incorporating social media.

Mr. Colello reported the Doylestown Township Municipal Authority is in the process of writing a response to Mr. John's memo regarding the Water Authority's future by March, 2015.

The Sewer Committee are doing a great job accumulating data for Phase II and III of the systems. They are planning to meet with the Board of Health to merge information with the township.

Mr. Colello reported Mr. Snyder will be attending the January 26, 2015 Planning Commission meeting in his absence. He will also not be attending the February 3, 2015 Board of Supervisors meeting.

Mrs. Lyons requested corrective Boards and Commissions letters be sent to female members due to titles on previous letters being address to only Mr and not, Ms or Mrs.

The Martin Luther King, Jr. Celebration and day of recognition for volunteers was held yesterday, January 19th. Temple Judea hosted the Peace and Social Justice event on Sunday, January 18th where the goal was to have young people come together from Bucks County to discuss the effects of race and discrimination and how to end it. Over 200 people attended and were broken up into 13 groups, where Mrs. Lyons participated as a facilitator. She requested a letter be forwarded on behalf of the Board thanking Temple Judea for opening their doors to welcome the event. The Board agreed.

VI. PUBLIC HEARING

A. Proposed Floodplain Ordinance

Mr. Garton reported the Federal Emergency Management Agency (FEMA) have been working on new flood maps and flood regulations that will be applicable to Doylestown Township. One of the township's obligation is to adopt a new flood plain ordinance by March 16 2015. Previously, the Board reviewed the draft and authorized for advertisement as a standalone ordinance. The ordinance was duly advertised in The Intelligencer as well as the Bucks County Law Library. Additionally, upon recommendation from both Bucks County and Doylestown Township Planning Commissions, a public hearing can be positioned to take action. Upon Board approval of the proposed flood plain ordinance, revisions from the Zoning Hearing Board will be presented.

Public Comments:

Mrs. Lyons questioned if the ordinance will require homeowners, contractors and developers to adhere to the new requirements. Mr. Garton responded; the ordinance mirrors the model ordinance requested to be approved by FEMA.

Mr. Colello made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors adopt the proposed Floodplain Ordinance.

MOTION was ADOPTED 5 to 0.

B. Proposed PSATS Unemployment Compensation Group Trust Ordinance

Mr. Garton reported the proposed PSATS Unemployment Compensation Group Trust Ordinance has been authorized for advertisement by the Board and published in The Intelligencer and the Bucks County Law Library. The ordinance is to reaffirm the township's participation in the Pennsylvania State Association of Township Supervisors Unemployment Compensation Trust pursuant to the Pennsylvania Intergovernmental Cooperation law.

Public Comment: None

Ms. Mason clarified the ordinance will aide the township in working with PSATS to administer unemployment compensation for the employees.

Mr. Touhill made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors adopt the proposed PSATS Unemployment Compensation Group Trust ordinance.

MOTION was ADOPTED 5 to 0.

VII. NEW BUSINESS**A. Telecommunications Advisory Board - Resolution**

Mr. Garton reported upon the Board's request, a resolution was prepared permitting two non residents be allow to become members of the Telecommunications Advisory Board (TAB) and increase the board to five members. Additionally, terms were increased to three years and presented as two members with three year terms, one member with two year terms and one member with a one year term.

Ms. Manion made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors adopt the Telecommunication Advisory Board resolution to increase the number of members on the Board to five and to permit two of the five members be non-residents. Further, to adopt a change in terms from one to three years.

Ms. Mason questioned how would the Board like the current members be structured by term. Mr. Garton suggested providing the three year term to members with the most seniority, then have the TAB decide on the remaining terms.

MOTION was ADOPTED 5 to 0.

B. Request Refund of Tax Penalty

Ms. Mason referenced the December 30, 2014 letter received from new resident; Craig Wright of 508 St. Lawrence Way who is requesting a refund of penalties from Township property taxes portion in the amount of \$39.36. The tax bill was forwarded to the previous owner and caused a late fee towards his payment. Mr. Wright will also be contacting Bucks County to receive a refund of their portion of the bill as well.

Mr. Snyder made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors authorize a refund be issued in the amount of \$39.36 to Mr. Craig Wright of 508 St. Lawrence Way due to penalties paid towards his property tax.

MOTION CARRIED 5 to 0.

C. ARLE Grant Agreement – Upper State & Shady Retreat Rd

Ms. Mason reported the ARLE Grant was awarded to the Township for improvements to the Upper State and Shady Retreat Roads traffic signals. The grant is 100% reimbursable in the amount of \$48,500.00.

The township recommends the Board coordinate with the traffic consultants to approve the agreement with the Pennsylvania Department of Transportation (PennDOT).

Ms. Manion made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approve the ARLE Grant Agreement pertaining to improving the traffic signal at Shady Retreat Roads and Upper State Road with comments.

Mr. Colello commented on a job well done by Police Chief Logan and the Traffic Advisory Committee with addressing a traffic flow issue.

Mr. Snyder questioned if there are any other costs that may be entailed. Ms. Mason answered; with previously ARLE grants, it should cover all costs.

MOTION was ADOPTED 5 to 0.

ARLE Grant Resolution

Mr. Touhill made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors authorize the Chairman sign all documents pertaining to the ARLE Grant Agreement.

MOTION was ADOPTED 5 to 0.

D. Chapman Road Bridge Repairs – Payment Request

Ms. Manion made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors approve Certificate for Payment and Contractor Progress Payment #1 to Clearwater Construction, Inc in the amount of \$42,600.00 for acquisition of materials, mobilization, surface preparation and installation of structural steel, as per the recommendation of David A. Tomko of Pennoni & Associates.

MOTION CARRIED 5 to 0.

E. Peace Valley Trail Bridge – Invoice No. 4

Mr. Touhill made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors authorize payment in the amount of \$50,000.00 to Barwis Construction for construction of the Peace Valley Trail Bridge.

Mr. Snyder noted a typo indicating payment is for invoice #5 instead of invoice #4.

MOTION CARRIED 5 to 0.

F. Road Salt Bid – CoStars

Ms. Mason reported as per the township's commitment to the Commonwealth of Pennsylvania for participating in the DGS Sodium Chloride contract, supply and delivery of surface salt from August 2015 through July 2016 will be provided through the PACOSTARS program. Referencing Mr. John's January 12, 2015 memorandum, the price is currently at \$56.85 per ton for the 2014/2015 winter season. Ms. Mason indicated although it's unsure what the price will be next year, the township has been very fortunate utilizing salt supply from the state. Upon Ms. Mason's question, Mr. John informed the township has committed to a minimum of 900 tons of salt. It may vary under contract and may go up to 1400 tons with the price increase or as low as 540 tons at minimum purchase. The township has requested a maximum of 900 tons anticipating 1400 without penalty.

Ms. Manion made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approve the COSTARS bid contract for sodium chloride for the 2015/2016 winter season.

MOTION was ADOPTED 5 to 0.

G. Electricity Procurement – Constellation Energy

Mr. Touhill made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approve the four year Electricity Supply Agreement - Fixed Price Solutions between the Township and Constellation Energy at the quoted price of 6.694 cents per kilowatt hour.

Mr. Snyder questioned is the contact term four years. Ms. Mason answered; previously the township implemented a two year contract, but recommends to move forward with the four year contract in order to lock in the quoted price for a longer period of time.

MOTION was ADOPTED 5 to 0.

H. Treasurer's Report – January 20, 2015

Ms. Manion made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors approve January 20, 2015 Treasurer's Report.

MOTION was ADOPTED 5 to 0.

I. Bills Lists – January 20, 2015

Ms. Manion made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve January 20, 2015 Bill's List in the amount of \$415,752.60.

MOTION was ADOPTED 5 to 0.

VIII. ANNOUNCEMENTS

- A. The next meeting of the Board of Supervisors is scheduled for Tuesday, February 3, 2015 at 5:00 PM
- B. There will be a Pension Committee Meeting scheduled for Tuesday, February 3, 2015 at 4:00 PM
- C. Ski Tickets are available through the Township at discounted prices. For more info contact our Administration Offices or online at
- D. Christmas Tree Drop-Off - Trees can be dropped off at the New Britain Road entrance of Central Park until February 15th.

IX. ADJOURNMENT

The January 20, 2015 Doylestown Township Board of Supervisors Regular meeting was adjourned at 7:47pm.

Respectfully submitted by

Stephanie J. Mason
Secretary