



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, June 21, 2016

7:00 PM

Public Meeting Room

I. 7:00 PM REGULAR MEETING

Members of the Board of Supervisors in attendance included Chairperson; Barbara N. Lyons, Vice Chairman; Richard F. Colello and Supervisors; Ken L. Snyder and Shawn Touhill.

Township Staff in attendance included Township Manager; Stephanie J. Mason, Director of Operations; Richard E. John, Township Solicitor; Jeffrey P. Garton, Chief of Police; A. Dean Logan and Township Engineer; Mario Canales.

Absent: Supervisor; Ryan Manion.

A. Pledge to the flag

Boards and Commission Interviews:

Mrs. Lyons made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors appoint Arthur P. Zapolski as a member of the Telecommunications Advisory Board (TAB).

MOTION CARRIED 4 to 0.

Executive Session:

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

B. Presentations

1. Lions Club – Sensory Trail Donation

Doylestown Lions Club Secretary; Ed Lisowski provided a brief history of the club since their charter in May of 1945. He then presented the Board with a donation in the amount of \$10,000.00 on behalf of the Central Park Sensory Trail Project. The donation is for a pod with three panels and different sounds for children who are visually impaired.

Mrs. Lyons thanked the club for their generous gift and explained the sensory trail is built a portion at a time by donations.

2. Ray Hendrick – EAC Chairman/Twp. Botanist/Ornithologist

Upon hearing of Mr. Hendrick's retirement, Mr. Snyder stated it has been a privilege and honor to work with him. He then provided a brief background of Mr. Hendrick's accomplishments to include graduating from Delaware Valley University, creation and installation of Blue Bird Boxes and as a 50 year resident of the Township. During his time with the Township, Mr. Hendrick has served as Chairman of the Environmental Advisory Board, Ornithologist and Botanist.

Mr. Snyder concluded; by stating Mr. Hendrick will be mainly known for sharing his knowledge with teaching to providing an appreciation for nature, birds and meadows.

On behalf of the Doylestown Township Board of Supervisors, Mr. Snyder presented Ray Hendrick with a print of a Doylestown Township Mural in recognition of his 22 years of service.

Mr. Hendrick indicated it's always a pleasure to see all Bucks and Montgomery Counties EAC Committees attend the annual Summit to hear how they are approaching environmental issues. Many counties have indicated Doylestown Township provides a high standard to keep up with. He concluded by thanking the Board, Township staff and volunteers for their years of support and assistance. It was a pleasure working with everyone and all will be dearly missed.

3. Pavilion at Furlong – Proposed Stipulation

Mr. Garton reported on the ongoing process of the Pavilion at Furlong development plans and prepared a stipulation to provide assurance to Doylestown Township and developer of what has been completed and what will occur. The proposed stipulation has been reviewed by Mr. Garton along with the Board where it incorporates all agreement components spoken during public meetings. Upon approval of the court, the stipulation will become a court order, so both parties may enforce the provisions.

Edward F. Murphy, Esquire of Wisler Pearlstine, LLP indicated since meeting with the Board in April of 2016 to address the project publicly, the stipulation has been circulated and reviewed several times. The plan is at a point where the stipulation is ready for consideration and applicants are prepared to execute. The next step is to fully engineer and resubmit the plans for township and Planning Commission review and comments.

Mr. Snyder made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors authorized Township Solicitor; Jeffrey P. Garton to execute the Proposed Stipulation between Doylestown Township and the Pavilion at Furlong on behalf of the Township.

MOTION was ADOPTED 4 to 0.

C. Visitors/Public Comments

Resident; Mr. Keith Peters of 116 Steeplechase Drive commented the proposed Municipal Building renovation is modified to be a complete rebuild instead of a renovation. The current building has a host of problems where a renovation will not address all major issues.

II. ANNOUNCEMENTS

- A. The next meeting of the Doylestown Township Board of Supervisors will be held on Tuesday, July 19, 2016 at 7:00 PM.
- B. Doylestown Township Administrative Offices will be closed on Monday, July 4, 2016 in observance of Independence Day.
- C. Thompson Performing Arts Concert Series – All concerts will be performed at the Covenant Bank Amphitheater in Central Park– Events will start at 7:00PM unless noted otherwise.
 - 1. June 22th – River of Dreams Band – Billy Joel Tribute
 - 2. June 29th – British Invasion Tribute
 - 3. July 6th – MOVIE “Good Boy” – Starting at 8:30PM

4. July 10th – The Philly Party Band & Fireworks – Starting at 7:30PM – Concert followed by Fireworks - \$5 per car/ park opens at 6:00PM – Rain date 7/17/16

5. July 13th – The Fabulous Greaseband

D. 2016 Discount Park Tickets are NOW available! To purchase ticket please contact the Administration Office.

III. MINUTES APPROVAL: Regular Meeting - June 7, 2016

Mr. Snyder made a MOTION; seconded by Mr. Colello the June 7, 2016 Doylestown Township Board of Supervisors Regular meeting minutes be approved with the following corrections as noted by Mrs. Lyons.

A) Note the June 7, 2014 was Co-Chaired by Vice Chairman; Richard Colello

B) Page 2; third paragraph under Visitor's Comments, revised a sentence to read new green tubing will be purchased and replace the existing white tube. The white tubes will be held for a future planting project.

MOTION was ADOPTED 5 to 0.

Mr. Touhill made a MOTION; seconded by Mr. Snyder the June 14, 2016 Doylestown Township Budget Work Session minutes be approved.

MOTION was ADOPTED 5 to 0.

IV. CORRESPONDENCES

A. Tabor Property – Proposed Zoning Change and Sketch Plan

Ms. Mason reported on a letter received from representatives of the Tabor Property requesting to be removed from tonight's agenda and their application for zoning be placed on hold until further notice.

V. REPORTS

A. Solicitor

B. Police Chief - Sergeant Position – Recommendation

Police Chief Logan requested Board approval to promote Officer Notarfrancesco to Sergeant. Officer Notarfrancesco was appointed to the Doylestown Township Police Department in May of 2006. He received a Bachelor's degree in Administration of Justice from Penn State University and a Master's degree in Administration of Justice from Wilmington University. He also attended numerous training courses and completed six months as acting Sergeant while under the supervision of Sgt. Wetmore.

Mrs. Lyons made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors promote Officer Notarfrancesco to the rank of Sergeant effective at a swearing in ceremony scheduled during the July 19, 2016 Regular Board of Supervisors meeting, as per the recommendation of Police Chief Logan.

MOTION CARRIED 4 to 0.

C. Township Engineer –Road Program Update

Mr. Snyder made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve payment to James D. Morrissey, Inc in the amount of \$833,751.86 for completion of the 2016 Roads Program (PCS File No.170041.050), as per the recommendation of Township Engineer; Mario Canales.

MOTION CARRIED 4 to 0.

D. Manager - Training Request – ICMA Conference

Mr. Colello made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors approve Ms. Stephanie Mason attend with an overnight stay the International City/County Management Association (ICMA) 102nd Annual Conference in September of 2016 for a total cost with registration, airfare and lodging of \$1,790.00.

MOTION CARRIED 4 to 0.

During the conference, Ms. Mason will be officially inducted as a Regional Vice President to the Executive Board of ICMA representing the Northeast Region.

E. Supervisors - Twp. Building Renovation Update – K. Snyder

Township Building Renovation Update

While showing slides of the proposed building, Mr. Snyder reported on the proposed Township Building renovation. The updated plans show the proposed building to have a separate Police entrance, which will be near double doors that will serve as the main entrance. The east elevation will be in view of the police side of the facility and near a parking lot. There is also a separate entrance through a sally-port for prisoners transport in and out of the building safely.

In addition to renovating the building, car-ports will be constructed to house police cars. Also, four, large, closed garages are proposed to store evidence. Each will have electric, heat and doors that will lock for security. In the same building as the Park and Recreation offices, a room will be converted to a mechanical, maintenance storage area with lifts for large trucks and cars.

To locate space for the activity room, a separate building will be constructed. It will be larger than the existing activity room with an open air pavilion and kitchen. There will also be enough space for picnic tables. The intent is to construct the facility near the soccer fields off New Britain Road for assistance during games and events.

When the bubble diagram concept was designed, it was estimated per square footage. As the project moved forward, Architectural drawings were created and project estimators valued the renovation at \$8.6 million. However, it does not include items, such as furniture. Value may increase as the project moves forward, but the current value will assist the township in determining how to budget for the project.

The next steps will be to continued review of the Architectural drawings, work with the Ways & Means Committee to ensure the funding scenarios are being developed and continue discussion on the best way to fund the project. Additionally, a funding phasing plan will be developed to determine how to stage the process in steps as construction begins. An Architectural agreement will be viewed and plans presented to the Planning Commission and township consultants for review with comments. Lastly, a schedule of completion of the bidding and construction documents will be created.

Supervisors Reports

Mr. Colello reported the Telecommunication Advisory Board (TAB) recently reviewed content from 6:00am until 12:00am to minimize bill boarding. As of last week, 78% active content was reported, where only 12% of DTV channels are bill boards.

Looking at other municipalities in the area, Doylestown Township has the highest Twitter followers with 4,156. The township also leads in Facebook followers with 7,778.

The Public Water and Sewer Advisory Committee will have the Department of Environmental Protection (DEP) visit on Wednesday, June 29, 2016 at 2:00pm to assist the township in updating the 527 Plan.

The Doylestown Township Municipal Authority (DTMA) reported the township's water is clean with no PFOs detected.

Mr. Colello concluded by encouraging everyone to walk the Sensory Trail located behind New Britain Road.

Mr. Snyder questioned if water purchased from other agencies are clean. Mr. John answered; to his knowledge, they are clean and received no reports of positive testing for PFOs. DEP has assured the township all connections are clean. Mr. Colello added; the DEP is extremely involved and provides directives often as the lead authority. Mr. John reported the recent contamination was the first find outside the US Government.

Mr. Snyder then questioned is there information that can be provided to residents requesting to have their private wells tested. Mr. John answered; DEP provided a brochure introducing a new program. As they find contaminates, DEP will inform all private home owners and provide bottled water to affected residences until fresh water can be made available. DEP is currently searching Doylestown Township, Plumstead Township, Buckingham Township and any place within a mile radius of the Cross Keys wells. The search will be next week, beginning with daycare centers, nursing centers or any area with immune problems. Upon testing completion, the DEP will then move onto private homes and commercial establishments. There are only six testing labs in the United States, where one is located in Lancaster County. Mr. Snyder suggested to providing residents with a listing of laboratories to choose from. Mrs. Lyons requested Ms. Mason post the information on www.doylestownpa.org. Mr. John added; the suggestion to residents is when a specific chemical needs to be located, to first check the list and question the lab to ensure a particular test can be completed and are they registered.

Mr. Snyder questioned if prospective sponsors will be invited to the Sensory trail to solicited modules. Ms. Mason indicated yes and with the awarded grant, the township was able to offset costs. Sponsorship for pods is available and the township will be happy to speak with anyone interested.

Mr. Snyder presented mockup of signs the Environmental Advisory Committee (EAC) are installing which provide information about meadows along Central Park. It's not about saving money, but providing knowledge of why meadows and other natural features are important.

The Ways and Means Committee conducted their first Budget work session with the Board where a lot of information was presented by the staff. Information included, the Bike and Hike Committee will now have a five year plan with the compensation analysis. Comparing township employees with other municipalities on how they are ranked and revising comprehensive plan on an annual basis instead of every ten years.

Mr. Touhill reported this year's EAC Summit was hosted by Mr. Hendrick and was well attended. Mr. Touhill thanked the township staff and speakers, Joe Ortiz and David Benner as well as the 11

Environmental Advisory Committees who attended from other municipalities. Lastly, he thanked Mr. Hendrick for his years of service and wished him well.

VI. UNFINISHED BUSINESS -NA

VII. NEW BUSINESS

A. Verizon Cable Franchise Renewal Agreement

For the Board's review, Ms. Mason presented a proposal from Cohen Law Group for the Verizon Franchise Cable renewal. The township is proposing to work with the Bucks County Consortium and Verizon. The price quote from Cohen Law Group is in the amount of \$65,250.00. With a number of municipalities participating, the township's share based upon population is in the amount of \$3,698.00. Through three years and working with Comcast, \$5,000 was spent. The Telecommunications Advisory Board (TAB) has reviewed all materials and recommends the township participates in the Verizon franchise renewal negotiations with the Consortium.

Mr. Garton reminded the Board of the obligation with the Comcast agreement to provide most favorite nation. If a different negotiation is decided with Verizon, the same will have to be provided to Comcast with an opt-out option if they are not accommodating. Although it makes sense to proceed on a group basis, the opt-out option should be considered if the Verizon agreement is not protecting the interest of the township with respect to the Comcast agreement.

Mr. Colello made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisor approve the Verizon Cable Franchise Renewal proposal with the Bucks County Consortium as presented by Cohen Law Group, where the portion of the township will amount to \$3,698.00. Further, the approval will note the obligation to Comcast as described by Township Solicitor; Jeffrey P. Garton.

MOTION was ADOPTED 4 to 0.

B. Lower State Road Trail System Amendment

Bike and Hike Chairman; Thomas Kelso addressed the Board to request an increase of the Michael Baker International, Inc contract by approximately \$24,000.00 from the existing \$82,000.00. The contract covers the design of the trail from Doylestown Borough to Delaware Valley University along Lower State Road. The need for the increase is for additional work requested from Michael Baker, Inc, such as easements and a number of path redesigns requested by SEPTA. The request from SEPTA was due to a need along the railroad crossing. They also provided assistance during construction of the paths and the mechanics that come with designs. A Transportation Alternative Program (TAP) grant will cover 100% of the construction. The design cost will increase to 12% of the construction cost.

Ms. Mason added; there may be funds in the budget for another project with the Heritage Trail. The Heritage Trail funding may be pushed off to allow for some of the easements and to cover the increase.

Mr. Colello commented; he would like to see extra money be located before putting off future construction plans. Mr. Kelso responded; there are a lot of opportunities for grants to extend the trail further. The County is in a good position to receive grants to complete the Neshaminy Greenway from the park and past Almshouse Road. The goal is to connect to the Heritage Trail, and pursuing grants is more attractive. However, the disposition is not known for another year.

Mr. Snyder clarified; \$80,000 was budgeted for 2016 and not spent what was designed for and the Lower State Road project will cost \$25,000 more. As a result, \$55,000.00 remains unused from the \$80,000.00

allocation. Mr. Kelso agreed and added the work was anticipated to be completed without assistance from grants. The goal is to hold on to the funds for matches of future projects. Mr. Snyder then questioned where is the \$55,000 currently? Ms. Mason answered; the funds are currently sitting in a Capital Fund.

Mr. Snyder made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approve the Lower State Road Trail System agreement be increased \$24,579.96 as payment for Michael Baker International, Inc.

MOTION was ADOPTED 4 to 0.

C. Chapman Road Bridge – Recommended Proposal

Matthew D. Johnston, PE of Pennoni and Associates Engineering addressed the Board and explained the Chapman Road project has been ongoing process for two years. During this time several repairs have been completed to extend the life of the bridge. However, the bridge will have to be replaced. Pennoni and Associates have placed requests for proposals with a detailed engineering scope for engineering design and post design services to seven firms. On May 20th, three firms responded who are all PennDot qualified for bridge design. Michael Baker, Inc submitted the lowest bid at \$139,900.00 and is recommended by Pennoni and Associates.

Mr. Snyder questioned why there is a large cost difference between the bids. Mr. Johnston answered; the request is to move forward with Michael Baker International, Inc's bid and enter into negotiations, prior to signing a contract. The proposals submitted were very clear and Michael Baker International agreed to all aspects. Mr. Johnston commented the bid may be lower due to previous work completed for the township and prefabricated design structures proposed.

Mr. Snyder questioned why a design takes 11 to 15 months to complete. Mr. Johnston answered; there are different permitting agencies involved and a GPI1 permit required for the Chapman Bridge project, a Department of Transportation (DEP) review is required and may take time. Mr. Johnston noted with a prefabricated structure, the construction time may be shortened.

Mr. Snyder made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors award the Chapman Road Bridge bid to Michael Baker International, Inc in the amount of \$139,900.00.

MOTION was ADOPTED 4 to 0.

D. Treasures Report – June 21, 2016

Mr. Snyder made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve the June 21, 2016 Treasurer's Report

MOTION was ADOPTED 4 to 0.

E. Bills List – June 21, 2016

Mr. Snyder made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approve the June 21, 2016 Bill's List in the amount of \$226,491.40

MOTION was ADOPTED 4 to 0.

VIII. ANNOUNCEMENTS

A. The next meeting of the Doylestown Township Board of Supervisors will be held on Tuesday, July 19, 2016 at 7:00 PM.

- B. Doylestown Township Administrative Offices will be closed on Monday, July 4, 2016 in observance of Independence Day.
- C. Thompson Performing Arts Concert Series – All concerts will be performed at the Covenant Bank Amphitheater in Central Park– Events will start at 7:00PM unless noted otherwise.
 - 1. June 22th – River of Dreams Band – Billy Joel Tribute
 - 2. June 29th – British Invasion Tribute
 - 3. July 6th – MOVIE “Good Boy” – Starting at 8:30PM
 - 4. July 10th – The Philly Party Band & Fireworks – Starting at 7:30PM – Concert followed by Fireworks - \$5 per car/ park opens at 6:00PM – Rain date 7/17/16
 - 5. July 13th – The Fabulous Greaseband
- D. 2016 Discount Park Tickets are NOW available! To purchase ticket please contact the Administration Office.

IX. ADJOURNMENT

Hearing no further business, the June 21, 2016 Doylestown Township Board of Supervisors Regular meeting was adjourned at 8:00pm.

Respectfully submitted by

Stephanie J. Mason