



# Board of Supervisors

## Regular Meeting

425 Wells Road  
Doylestown, PA 18901  
[www.doylestownpa.org](http://www.doylestownpa.org)  
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215-348-9915

~ Minutes ~

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**Tuesday, August 16, 2016**

**7:00 PM**

**Public Meeting Room**

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### **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, 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 Township Engineer; Mario Canales.

Absent: Chief of Police; A. Dean Logan. Lt. Matthew O'Connor was present on Chief Logan's behalf.

#### **A. Pledge to the flag**

The Board in Executive Session, prior to the meeting to discuss two matters of litigation regarding the Hammerstein and Pavilion at Furlong development plans. The Board also discussed personnel matters regarding salary and benefits for non-uniform employees.

#### **B. Presentation – Recognition of Area Volunteer Fire Fighters**

In recognition of the Volunteer Fire Companies, the Board presented Certificates of Appreciation to Warrington Fire Chief; Mike Bean, Doylestown Township Fire Company Chief; Sam Kramer, Chalfont Township Fire Chief; Dan McGuire.

Mrs. Lyons thanked everyone for their hard work and dedication and on behalf of the Board, expressed her gratitude for volunteers who risk their lives and time away from family to fight fires.

Fire Marshall: Rich Schea thanked all volunteer fire fighters, fire chiefs and fire investigators for their hard work and commitment. He explained the work is very difficult and appreciates all who dedicated their time. Fire Marshall Schea then encouraged anyone interested to volunteer.

Doylestown Borough Vice President; Jack O'Brien thanked everyone for their service and offered any assistance to the Fire Department to provide support.

#### **C. Visitors/Public Comments**

Resident; Joe Paternostro of Houk Road requested status of the Hammerstein Land Development plan. Mr. Garton answered; all actions will be announced at public meetings. Currently the Board is reviewing minor nuances of the plan and when any significant information develops, it will be presented at public meetings.

### **II. ANNOUNCEMENTS**

A. 2017 Budget Work Session will be held on Tuesday, September 20, 2016 at 2:00 PM. The public is welcomed to attend.

B. The Doylestown Township Pension Committee will hold a meeting on Tuesday, September 20, 2016 at 4:00 PM.

- C. The next meeting of the Doylestown Township Board of Supervisors will be held on Tuesday, September 20, 2016 at 5:00PM.
- D. The Doylestown Township Administration Offices will be closed on Monday, September 5, 2016 in observance of Labor Day.
- E. Thompson Performing Arts Series at the Covenant Bank Amphitheater in Central Park – 1. Back to School DJ Dance Party on August 19th 6:30-9:30pm. Rain date
1. Movie: Disney’s “Zootopia” – August 24th 8:00 PM. – Rated PG
  2. ENCORE PERFORMANCE - The Fabulous Greaseband, September 14th at 7:00 PM – National Hoagie Day
- F. Give the Gift of Life. The Red Cross will hold a Blood Drive on Friday, Sept. 9, 2016 from 2:00pm – 7:00pm at the Activity Center behind the Administration Offices. To schedule an appointment go to
- G. Fido Float at Fanny – Sept. 10th at Fanny Chapman Pool from 12:00PM – 4:00PM. For additional information and to register for this event, please visit our website at
- H. Leaf and Yard Waste Recycling - Doylestown Township residents only. The Drop off Site is open every third Saturday of the month, March-December from 9 am to 11 am. Location: New Britain Road access to the back part of CENTRAL PARK.
- I. REMINDER: Central Bucks Schools will be back in session on Wednesday, August 31st. Please Drive Carefully

### III. MINUTES APPROVAL: July 19, 2016

Mr. Colello made a MOTION; seconded by Mr. Touhill the July 19, 2016 Doylestown Township Board of Supervisors Regular meeting minutes be approved.

MOTION was ADOPTED 5 to 0.

### IV. CORRESPONDENCES - Heritage Conservancy – Dreger Conservation Easement

Ms. Mason reported on her discussion with Taylor Thompson of The Heritage Conservancy who informed the second appraisal for the Dreger Conservation Easement was presented below the required threshold. With the recent development, the Heritage Conservancy made the decision not to move forward with the preservation of the Dreger property. Additionally, Pickering, Corts & Summerson will not conduct a survey of the property.

Mr. Colello commented the Heritage Conservancy should have completed a better job with their homework prior to requesting \$10,000 from the Township.

### V. REPORTS

- A. Solicitor - Flood Plain Ordinance – Request Authorization to Advertise

Mr. Snyder made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors authorize advertisement of the Flood Plain Ordinance to remove components from the Zoning Ordinance for a hearing to be scheduled in early October of 2016.

MOTION was ADOPTED 5 to 0.

B. Police Chief

No Report

C. Township Engineer -NPDES General Permit for Stormwater (MS4)

Mr. Canales reported; in June of 2016, the Department of Environmental Protection (DEP) finalized the renewal for a MS4 permit. As part of the general permit application, a table was provided showing Doylestown Township is no longer eligible for a general permit. Due to the Township being located in the Neshaminy Creek Watershed, an individual permit will need to be submitted.

Requirements for individual permits have yet been issued by DEP. Upon discussions, DEP directed the Township to utilize the 2018 General Permit as a template. The individual permit requirements should be made available soon. To seek coverage under the new permit, DEP must receive an administratively, complete and acceptable Notice of Intent (NOI) by September 16, 2017. The date is 180 days prior to when the permit becomes effective by March of 2018.

DEP has made significant additions and revisions to the permit, where a number of items need to be submitted with the notice of intent or individual permit packages by September of 2017. These items are identified as, updating the municipalities' outfalls and storm sewer map to show the entire storm sewer system, including private systems of which the municipalities tie into. All outfalls are to be located with latitude and longitude coordinates. Provide along with the Notice of Intent or Individual Permit requirements, a pollution reduction plan to reduce pollutant loading of sediment and total phosphorus. Pollution controls measures are also required within certain storm water sheds for any outfall that discharges to waters impaired due to pathogen (fecal coliform). The table's purpose is to identify specific requirements for the MS4 during the next permit term beyond those which are required for the storm sewer program and other permit conditions.

Upon Mrs. Lyons question of what is needed, Mr. Canales responded; no action is needed immediately. However, commented; significant dollars will be required to implement the program. Currently, Mr. Canales is unable to quote an exact amount, but recommends the Township cover the cost of the final permit as budgeted. Engineering and planning costs required for the permit application and NOI will need to be factored in. He then recommended the Township budget additional funds for beyond 2018 to 2023 to implement programs and requirements, such as rain gardens, infiltration trenches and vegetated swales to evaluate the pollutant of concern in what sewer shed each are located in. Additionally, designs will be needed to reduce the pollutants before implementing the program. Mr. Canales estimates the budget most likely will double from the current allocated funds or more.

Mrs. Lyons questioned; if the program is being handed down to DEP. Mr. Canales clarified the program is handed down from the Environmental Protection Agency (EPA). Mrs. Lyons then questioned if GHD, formerly Conestoga Rovers will assist in providing outfall information. Mr. Canales answered; GHD will be asked to update the map, adding the entire storm sewer system and showcasing the water sheds for each outfall, which will require topography. Additionally, they will be requested to submit a pollution reduction plan to determine land uses in the watershed or by pervious \ impervious areas. Calculate pollutant loads and reductions. Pennoni & Associates will also be involved, as well as Special Projects Coordinator: Autumn Canfield.

Mr. Snyder questioned with the next Budget Work Session scheduled for August 20th, will it be possible to provide a cost estimate for the entire program in 2017. Mr. Canales answered; he can

provide a list of what is required for 2017. With Ms. Mason's permission, Mr. Canales requested to meet with Ms. Canfield to calculate an approximate cost.

Mr. Colello commented; in the recent Pennsylvania State Association of Township Supervisors (PSATS) magazine and researched conducted, it's recommended municipalities should consider hiring staff to oversee permit regulations for programs, such as the MS4. Ms. Canales responded; some municipalities will need to hire full time staff. Ms. Mason added; some municipalities have formed Authorities to manage storm water issues. Ms. Garton responded; a funding mechanism will be needed for an Authority, which may be difficult for a developed community due to additional tax for homeowners. However, it's not appropriate for Doylestown Township.

D. Manager

1. Bucks County CMAQ Award

Ms. Mason reported; the Bucks County Planning Commission received a Congestion Mitigation and Air Quality Program grant through the Delaware Valley Regional Planning Commission (DVRPC) for \$1,823,000. The grant will go towards a trail that will run through Central Park and connect to the Bucks County trail along Route 611 (Easton Road). This will allow residents from the Estates of Doylestown and towards The Greens to enjoy the trails.

2. DART Update

Ms. Mason reported ridership of the Dart has increased. During the Summer Concerts Series, it has been reported over 321 residents used the Dart as transportation throughout the nine concerts performances.

3. Township's 200th Anniversary

Ms. Mason informed in August of 2018, Doylestown Township will be celebrating its 200th year anniversary and requested Board's consideration to celebrate the milestone. Ms. Mason recommended to form a small committee, adding special history notations into the Township's newsletter and \ or working with the Telecommunications Advisory Board to create a special video.

As examples of Doylestown Township's history, Ms. Mason noted; in 1814, inhabitants first petitioned the first of the Quarter Sessions to create Doylestown Township. A similar request was submitted in 1817. In August of 1818, the court granted the ability to survey and map the area as Doylestown Township. On March 4, 1819, the survey was confirmed by Bucks County and the first election was held on March 19, 1819 for Township officials. The election recorded 199 votes.

Mr. Snyder agreed a small committee should be formed to begin planning. Mrs. Lyons suggested a time capsule be considered and coordinate a committee to be announced by the September 20th Board of Supervisors Regular meeting. The matter was tabled until the next meeting.

E. Supervisors

Mr. Touhill encouraged residents to attend the remaining and successful Summer Concert Series performances. The Environmental Advisory Council (EAC) was nominated for the Environmental Initiative Award by the PA Horticultural Society for their native gardens. Currently the Society is evaluating the garden and the EAC should hear a decision shortly. The first bird walk will be conducted without former Arborist; Ray Hendrick. Ms. Jean Mitchell will guide the next walk on October 1, 2016 at 9:00am. The speaker series will continue on October 7th where author; Doug Tallamay is scheduled. Time and location is to be determined.

Mr. Snyder read a paragraph from the recent Risk Control Safety Report, which praised Doylestown Township for its Safety Committee efforts on the comprehensive and safety health manual and procedures.

Mr. Colello thanked Rick Shea and the Fire Police Departments for all their efforts and congratulated all on receiving awards.

Ms. Manion commented that the trail that leads to the Route 202 Parkway towards Lower State Road into Doylestown Borough should break ground next Spring. Ms. Manion commented how excited the Bike and Hike Committee is for the completion of a very important connection.

Mrs. Lyons reported on her recent meeting with Delaware Valley University President; Maria Gallo, PhD who offered the Township direct access to anything needed from the University. Dr. Gallo also requested the Township partnership with the University regarding programming. With the invitation, Mrs. Lyons reported; The Bucks County Association of Township Officials (BCATO) is planning a forum that will take place in Upper, Lower and Central Bucks. Doylestown Township will host a forum on opiate and local government for education and prevention. Additionally, a Narcan (Opiate Antidote) training will be added to the agenda. Once training is completed, access to the drug will be provided for home or work. Mrs. Lyons will be requesting the University provide a large room for the event. The forum will take place either Wednesday, October 12th or 19th, beginning at 7:30pm.

#### **VI. UNFINISHED BUSINESS - Recycling Development and Implementation Grant – Tub Grinder**

Ms. Mason reported the tub grinder was a budgeted item in 2016 and the Township was awarded the Recycling Development and Implementation Grant as a Department of Environmental Protection (DEP) share of \$188,097 and matched with Delaware Valley University. The current tub grinder will go to auction and proceeds will offset any additional costs for the new grinder.

Mr. Snyder made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors accept the Recycling Development and Implementation Grant in the amount of \$188,097 as matched with Delaware Valley University for the purchase of a new Tub Grinder.

MOTION was ADOPTED 5 to 0.

#### **VII. NEW BUSINESS**

##### **A. Doylestown Hospital – Bond Issue**

Mr. Garton reported; through its authority, Doylestown Hospital is refinancing some debt and requesting Board consideration of a TEFRA Resolution recognizing they provide a community service. Board authorization is needed for certain restrictions where competing with others will no longer be applicable. The authorization will also not entitle the Township to any financial responsibility and is only recognizing the importance of the hospital to the community.

Mr. Snyder made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors adopt the Tefra Resolution and recognize Doylestown Hospital as providing a community service with comments.

For the record, Mr. Colello noted his position as an unpaid member of the Board of Directors at Doylestown Hospital. He then reported; on Monday, August 15th the TEFRA bond resolution was approved by the Board of Directors at Doylestown Hospital because it's important for Doylestown Hospital, residents and neighboring communities.

MOTION was ADOPTED 5 to 0.

President and Chief Executive Officer of Doylestown Hospital; Jim Brexler thanked the Board for their support on behalf of the hospital. The hospital is forty years old and work will be completed to improve the building. Additionally, expansion of new technology is scheduled to build out on the Heart Center to expand the operating rooms and renovations to the Pine Run Community are planned. Mr. Brexler concluded; he will return to a future Board of Supervisors meeting to showcase the plans.

B. Disposition of Township Records

Mr. Touhill made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors authorize the Disposition of Administrative Records as noted and by virtue of Resolution #1626, adopted May 1, 2012 and set forth in the Municipal Records Manual approved on December 16, 2008, updated July 23, 2009.

Mr. Snyder questioned if a set schedule for disposition of Township records is on file. Ms. Mason indicated yes, a request for disposition will be made periodically throughout the year.

MOTION was ADOPTED 5 to 0.

C. Township Bids

1. Line Painting and Pavement Marking Bid

Mr. John reported the Line Painting and Pavement Marking Bid will be submitted for Board approval at the September 20, 2016 Regular meeting.

2. Tree Pruning and Takedown Bid

Mr. Touhill made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors award the 2016 Tree Pruning and/or Takedown of trees bid to Bairs Tree & Lawn Service of Sellersville, PA in the amount of \$27,730.00.

MOTION was ADOPTED 5 to 0.

D. 2016 Trash Hauler Permits – Amendment

Ms. Mason reported; Harrison Disposal of Spring House, PA is requesting to become a trash hauler for the Township to collect and dispose of waste for residents and commercial buildings.

Mr. Snyder questioned; if Harrison Disposal will provide additional services. Ms. Mason indicated they will only be providing traditional waste management and recycling services as required by the Township Ordinance. Mr. Snyder then questioned; can the township dictate what days the trash haulers be allowed to service the area. Mr. Garton answered; the township regulations are limited to if the trash hauler has insurance, but not how they operate.

Mr. Touhill made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors authorize Harrison Disposal of Spring House, PA be issued a permit to collect solid waste and recyclable both residentially and commercially in Doylestown Township for 2016.

MOTION was ADOPTED 4 to 1 with Mr. Snyder voting nay.

E. Township Building Renovation – Proposal for Services

Ms. Mason reported upon meeting with Phillips & Donovan Architects regarding the Administrative Building renovations project, proposals have been submitted to move forward with their professional

services to include bidding, document preparations and construction management. Phillips & Donovan's proposal for services is in the amount of \$542,800. Payments will be made over a period of time during 2017, 2018 and 2019. Phillips & Donovan will provide the deliverables and payment can be incorporated with a potential bond issuance that will cover the project cost. Mr. Garton recommended the Board issue a Bond Anticipation Resolution prior to spending additional funds.

Mr. Snyder noted for clarification; the Board's vote is to incorporate Phillips & Donovan's proposal into the budget to register its impact and anticipate how to move forward. Ms. Mason agreed.

Mr. Colello made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors approve Phillips & Donovan's proposal in the amount of \$542,800 to prepare and complete renovations of the Township Administrative Building as per the Building Renovation Committee's recommendation and with the understanding the Board will build the amount into the 2017 Township Budget.

MOTION was ADOPTED 5 to 0.

Mr. Garton stated he will begin preparing the Bond Anticipation Resolution and informed; the Board can recover the 2016 expenses.

Ms. Mason reported the Building Renovation Committee also recommends the plans be presented to the Doylestown Township Planning Commission to review site capacities and land development process. The plans will be presented as a sketch plan at the Planning Commission's August 22, 2016 meeting.

F. Land Development- Sablosky Properties Lot Line Change – Final Minor Subdivision

Mr. Garton reported; Sean and Teresa Sablosky at 717 Limekiln Road filed an application with the Township seeking a lot line adjustment to Tax Parcels 9-4-63 and 9-4-63-1-1. The plan is to convey a small piece of parcel 9-4-63 to 9-4-63-1-1 with no major subsequence change to the lots. Only a slight deviation to the lot line.

The plans were prepared by Holmes Cunningham, LLC, dated June 9, 2016. The Doylestown Township Planning Commission recommended approval at their July 25, 2015 meeting, subject to certain conditions.

On behalf of the Doylestown Township Board of Supervisors, Township Solicitor; Jeffrey P. Garton set forth the following conditions to be agreed upon, prior to Board approval ...

*1. Compliance with the Pickering Courts & Summerson's review letter dated July 13, 2016, except for the request for Board of Supervisors approval to grant the following waivers from the provisions of the Subdivision and Land Development Ordinance:*

*a) From the provisions of § 153-24-.B(2), related to the dedication of the ultimate right-of-way, as the existing septic field for the Applicant's residence is located within what would be the ultimate right-of-way line of Limekiln Road;*

*b) From the provisions of § 153-24.K, so as to not require road widening along Limekiln Road, in view of the fact that no improvements were proposed;*

*c) From the provisions of § 153-25 with respect to the construction of a bike and hike trail;*

*d) From the provisions of § 153-34.B, so as not require certain landscaping;*

*e) From the provisions of § 153.34.C and § 153.20.C(l O) with respect to the location of trees, watercourses, and septic systems;*

*f) From the provisions of § 153.20.C(l 1) with respect to the requirement to show the location and species of individual trees;*

*2. Compliance with the Boucher & James review letter dated July 14, 2016;*

*3. Applicant shall note on the plans the location of the wells on the two parcels and the current sewer septic system on Tax Map Parcel 9-4-63;*

*4. Applicant shall show the existing utility line that runs approximately along the relocated property line between the two lots;*

*5. Notwithstanding the grant of a waiver from SALDO Section § 153-25, Applicant and the Township to review the potential of granting an easement across Tax Parcel 9-4-63- 1-1 for the purpose of constructing a multi-use trail or sidewalk, which said discussion and resolution shall occur prior to the recording of the lot line plan;*

*6. Receipt of all permits and approvals from any agencies having jurisdiction over such matters to the extent applicable;*

*7. The Applicant to reimburse the Township for any and all costs incurred with respect to the application, including professional fees;*

*8. The Deeds of Conveyance and Consolidation to be recorded contemporaneously with the Mylar plans.*

Mr. Garton noted and advised; it's his opinion, the lot line adjustment, as noted in the application, did not violate the prior restriction against the further subdivision since no new lot was created and the lot line modification was insignificant.

On behalf of the applicants, the aforementioned conditions were approved by Attorney; Michael E. Peters of Eastburn and Gray, P.S.

Mr. Colello made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve Applicants; Sean and Teresa Sablosky of 717 Limeklin Road request for a lot line change under the Subdivision Land Development Ordinance.

MOTION was ADOPTED 5 to 0

G. Treasurers Report – August 16, 2016

Mr. Snyder made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve the August 16, 2016 Treasurer's Report.

MOTION was ADOPTED 5 to 0.

H. Bills List –August 16, 2016

Ms. Touhill made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve the August 16, 2016 Bill's List in the amount of \$224,994.15



MOTION was ADOPTED 5 to 0.

### VIII. ANNOUNCEMENTS

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- B. The Doylestown Township Pension Committee will hold a meeting on Tuesday, September 20, 2016 at 4:00 PM.
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### IX. ADJOURNMENT

Hearing no further business, the August 16, 2016 Doylestown Township Board of Supervisors Regular meeting was adjourned at 7:48 p.m.

Respectfully submitted by

Stephanie J. Mason