



# 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, October 3, 2017

4:00 PM

Meeting / Activity Trailer

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### I. 4:00 PM REGULAR MEETING

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

Township Staff in attendance included Township Manager; Stephanie J. Mason, Director of Operations; Dave Tomko and Township Engineer; Mario Canales.

Absent: Chief of Police; A. Dean Logan. Lt. Matthew O'Connor was present in his absence.

Absent: Township Solicitor; Jeffrey P. Garton. Mr. Michael J. Meginniss of Begley, Carlin, & Mandio, LLP was present in his absence.

#### A. Pledge to the flag

The Board met with the Ways and Means Committee during a Budget Work Session, prior to the meeting. Mrs. Lyons thanked the Committee for all of their hard work in keeping the township fiscally sound and informed.

#### B. Presentations

##### 1. Twp. 2018 Bicentennial - Brief Update by J. Paternostro

2018 Bicentennial Committee Chairman; Joseph Paternostro reported; the Committee is reviewing several ideas for the Doylestown Township 200th Anniversary Celebration to include, music, food, and fireworks in July.

Special events scheduled include; selling bricks from the recent Wrecking Ball event. Each brick will be sold for an estimated \$10.00 and have a small plate attached to commemorate the Township's 200th Anniversary. With the intention of not spending township funds, the Committee secured various sponsorships and raised over \$15,000 to date. Two hundred Oak trees will be available for purchase at \$40.00. An additional 200 oak trees will be available to sponsors at \$200 each. Sponsorship trees will be planted in the township parks. A special presentation of Doylestown resident; William Giles is scheduled for March 13, 2018. During a trip to China, Mr. Giles was one of the first to assist with the great wall. He was also one of the first to strike oil in Western Pennsylvania. The presentation will be held in March, 2018 at Delaware Valley University.

For activities, Mr. Paternostro requested input from the residents on events. Any idea can be submitted by contacting Ms. Mason or visiting the Administrative building. Other activities

scheduled is a January 6, 2018, Gala at the Doylestown Township Country Club. Mrs. Lyons added; a flag design competition is scheduled, where details will be included in the next issue of the Doylestown Township Newsletter. The parameters of the competition are no letters or numbers can be used as part of the flag design. A time capsule will be implanted in the cornerstone of the new building. A William Hammerstein Celebration will be held at the Hammerstein property. Lastly, the township will be creating a float for the Memorial Day parade in Doylestown Borough.

2. Pension - Ways & Means Subcommittee

Ed Denton thanked the Board and Finance Director: Kenneth Wallace for their time and support over the past seven months. Earlier today, the final draft of the Ways & Means Subcommittee Pension report was provided to the Board and Ms. Mason for their review. Several recommendations noted should be viewed as action items for the current pension deficit. All sources included in the report are from various pension studies review for the project. The hope is everyone will have a better understanding of what is involved and the need to take action to ensure the long term viability of the employee's pension plan are preserved.

Mr. Denton suggested the following steps be completed as, implement the recommended adjustments to the pension committee structure as soon as possible. The Township begin making incremental payments into the pension plan above the requirement Minimum Municipal Obligation (MMO), beginning with the 2018 budget. Based upon information received from the actuary, payment will be approximately from \$276,000 to \$375,000.

If implemented, the new Pension Plan Advisory Committee begin working with the Township, the actuary and investment advisor as soon as possible to develop a list of action items to be reviewed, approved and implemented by the Board of Supervisors in time for the 2019 Budget.

Mrs. Lyons congratulated the Committee on a job well done with the research, design and analysis completed.

Mr. Snyder questioned; has the committee identified an action list. Mr. Denton answered; the current list is taking the plan to a lower level to determine what items are most impactful and to provide options. The sooner action is taken, the sooner the deficit will be depleted.

Mrs. Lyons questioned; if the Sub Pension Committee members will be willing to serve under the Pension Plan Advisory Committee. Members of the Ways and Means sub committee will consider the invitation.

Mr. Snyder questioned; what will the transition be devised of. Mr. Denton answered; the first step is to re-constitute the Pension Advisory Committee. A resolution should be adopted by the Board of Supervisor appointing a liaison and number of experts to the Committee. The sub committee will be available for guidance and will continue to attend meetings. Mr. Denton suggested to encourage residents with pension backgrounds to join the committee.

Lt. O'Connor questioned; what is the difference between the Sub Pension Committee and the Pension Advisory Committee. Mr. Denton answered; the Pension Committee acts similar to the Board of Supervisors and meets twice a year. No one in the current Committee has a pension background. The goal is to have members with a background in pension to fully assist the Board of Supervisors and employees in managing the pension plan. Mr. Denton added; the

Pension Advisory Committee will include a uniformed and non-uniformed member. It should also include five members with a large background in pension planning. It was also suggested to have the Township Manager and Director of Finance serve under the Committee.

Ms. Manion made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors create an ordinance to re-constitute the Pension Advisory Committee and to appoint members to the Committee as Liaison and five additional members with pension planning background.

MOTION was ADOPTED 5 to 0.

C. Visitors/Public Comments

**II. ANNOUNCEMENTS**

- A. The next meeting of the Doylestown Township Board of Supervisors will be held on Tuesday, October 17, 2017 at 5:00PM.
- B. The Doylestown Township Board of Supervisors along with the Ways and Means Committee will hold a Budget Work Session at 3:00 PM on Tuesday, October 17, 2017. Public is welcomed to attend.
- C. Bucks County Board of Elections will hold a meeting on the proposed change in polling places for Doylestown Township Voting Districts #1 and #8. Wednesday, October 4, 2017 @ 1:30 PM – Bucks County Administration Bldg., 55 E. Court Street, 5th Floor Conference Room.
- D. The Doylestown Township Administration Offices will be closed on Monday, October 9, 2017 in observance of Columbus Day.
- E. Thompson Performing Arts Series Free Outdoor Movie – “Beauty and the Beast” - Friday, October 20th at the Covenant Bank Amphitheater in Central Park.
- F. Howl-O-Ween – October 21, 2017, at Central Park from 10:00 AM – 1:00PM. If you’d like to participate please contact our office or email us at Central park
- G. CB Cares – 2017 Pumpkinfest – Saturday, October 21st at the Moravian Tile Works 2AM – 10PM \$20 per car load.
- H. Doylestown Township Leaf and Yard Waste Recycling – The Drop Off Site is open every third Saturday of the month, March-December, 9 AM – 11 AM. Location: New Britain Road access to the back part of CENTRAL PARK
- I. You can purchase Discount Movie Tickets from our Administration Offices
- J. Fundraisers: Information is available at the Administration Office.
  - 1. EAC Magnets - \$5.00 ea.

2. Twp. Bicentennial Caps - \$18.00 ea.

K. Doylestown Twp. Park and Recreation in partnership with Premier World Discovery is offering two trips in 2018; Great Trains and Grand Canyons and Treasures of Ireland. Please contact the Administration Office for brochures with highlights and inclusions.

### III. MINUTES APPROVAL: Regular Meeting - September 19, 2017

Mr. Snyder made a MOTION; seconded by Mr. Colello the September 19, 2017, Doylestown Township Board of Supervisors Regular meeting minutes be approved.

MOTION was ADOPTED 5 to 0.

Mr. Snyder made a MOTION; seconded by Mr. Colello the September 19, 2017, Doylestown Township Budget Work Session minutes be approved.

MOTION was ADOPTED 5 to 0.

### IV. CORRESPONDENCES

### V. REPORTS

- A. Solicitor
- B. Police Chief
- C. Township Engineer
- D. Dir. of Operations

Mr. Tomko referenced his October 3, 2017 memorandum regarding a change order request from L.J. Paoella Construction in the amount of \$3,722.99. Pending change orders 3 and 4 pertain to the Police large evidence storage and car port buildings. As per Board request, a summary of all change orders inquiries are included and total approximately \$77,000. A large portion of the change orders was for electrical scheduled to be completed during Phase II.

Change order number three is a revision for the framing for enlarging the garage doors of the car port due to an error in the plans. During inspection, it was determined the garage doors were not wide enough to accommodate a flatbed tow truck to drop off a vehicle for storage. The amount of change order three and four totaled \$10,432.99. However, a deduction of doors and hardware is included in the credit amount of -\$4,350.00 for a total of \$6,082.99.

To control costs, Mr. Tomko indicated; decorative cupolas will be installed on top of the building. Change order four is for a deduction of -\$2,360.00, which will remove the cupolas. This will decrease the total change order to \$3,722.99. Mrs. Lyons questioned; can the existing cupola be reused. Mr. Tomko answered; the existing cupola could be reinstalled on the higher portion of the building for an appealing sight line.

Mr. Colello commented; as a resident, he prefers not to pay for decorations and reusing the current cupolas is acceptable. Mr. Colello then questioned; how was the dimensions of the carport miscalculated. Mr. Tomko answered; a standard, residential car door is approximately

9x8. The building committee discussed the height of the doors and the wider width may have been an omission from the architect. Mrs. Lyons suggested recording all errors to review with the architect at a later date. Mr. Tomko agreed and indicated it's part of the accounting records.

Ms. Manion made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors approve Change Orders 3 and 4 submitted by L.J. Paolella Construction in the amount of \$3,722.99 regarding the Police large evidence storage, car port buildings and installing cupolas.

MOTION was ADOPTED 5 to 0.

Mr. Tomko proposed to present for Board consideration, in monetary, scaled amounts have the Building Committee approve certain dollar amount change orders, if necessary. The Doylestown Township Board of Supervisors agreed by consensus to have Mr. Tomko submit recommendations of what dollar amount of change orders can be approved by the Building Committee. Ms. Manion suggested having the dollar amount cap at a not to exceed value.

E. Manager

F. Supervisors

Ms. Manion thanked Police Officer Reihl on a job well done with September 23, 2017, 911 Hero's Run. Officer Reihl led the race on the motor cycle. Over 3,000 runners participated in the event.

Mr. Colello reported; the Planning Commission is currently working on the Callan Project off of Warden Road. During a recent site visit, owner David Callan met with neighbors. Mr. Colello received many compliments on a job well done by the Road Department. During the September 25th Commission meeting, only one resident was present to thank Mr. Callan for his assistance. The Callan project will be submitted for Board review at the October 17, 2017 Regular meeting.

## VI. UNFINISHED BUSINESS

A. Citizens Commission for Legislative and Congressional Redistricting

Ms. Manion made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors support the Citizens Commission for Legislative and Congressional Redistricting by creating a resolution with comments.

Mrs. Lyons is in favor of the Citizens Commission's case for redistricting. However, the matter is beyond the Board's authority and suggested to only support as in favor of redistricting. The recommendations noted in the materials are favorable, such as support a change in elective process for Gerrymandering. Other recommendations include, restructure the process by forming a commission to redesign congressional rules to reduce the influence of money in politics. Mrs. Lyons commented; the issues are important, but not everyone sees Gerrymandering as an issue and the decision of the Board will affect all residents. The Board will need to take caution when taking a position on behalf of residents, where it can become a slippery slope.

Ms. Manion responded; she will view political matters objectively and not vote based upon a recommendation.

Mr. Colello agreed with Mrs. Lyons comments and added; the Supreme Court of the United States will also be viewing the Gerrymandering issue and agreed the decision may become a slippery slope. It may also begin a process of the Board creating resolutions for every issue that appears.

MOTION was ADOPTED 3 to 1 to 1 with Ms. Lyons voting nay and Mr. Colello abstaining.

## VII. NEW BUSINESS

### A. PENNVEST Resolution

Ms. Mason reported; the Township is currently working to submit an application for a Pennvest loan regarding the Pebble Ridge \ Woodridge public sewer connection project. A resolution and is required as part of the process. Attorney for the project; Matthew McCue reviewed the resolution and found no issues.

Mr. Snyder made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors authorize the Chairperson to execute the Pennvest Resolution as part of the application process for the agreement with Buck County Water & Sewer Authority regarding the Pebble Ridge \ Woodridge public sewer connection project.

MOTION was ADOPTED 5 to 0.

### B. Zoning Hearing Board Application – Burke, 3725 Bristol Road – Request Variance

Ms. Mason reported; the applicant presented the plan at the September 19, 2017 Regular meeting for approval to place an existing home under the Historic Registry. Ms. Mason recommends they attend a meeting with the Zoning Hearing Board to address the size of the site, being less than ten acres.

No action required by the Doylestown Township Board of Supervisors.

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## IX. ADJOURNMENT

Hearing no further business, Ms. Manion made a MOTION; seconded by Mr. Snyder October 3, 2017 Doylestown Township Board of Supervisors Regular meeting be adjourned.

MOTION CARRIED 5 to 0.

Respectfully submitted by:

Stephanie J. Mason