



Board of Supervisors

Regular Meeting

425 Wells Road
Doylestown, PA 18901
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215-348-9915

~ Minutes ~

Tuesday, November 21, 2017

7:00 PM

Meeting / Activity Trailer

I. 7:00 PM REGULAR MEETING

Members of the Board of Supervisors in attendance included Chairperson; Barbara N. Lyons 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, Township Solicitor; Jeffrey P. Garton, Chief of Police; A. Dean Logan and Township Engineer; Mario Canales.

Absent: Vice Chairman; Richard F. Colello

A. Pledge to the flag

B. Visitors/Public Comments

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

II. ANNOUNCEMENTS

A. The next meeting of the Board of Supervisors is scheduled for Tuesday, December 5, 2017 at 4:00PM.

B. Doylestown Township Municipal Building will be closed on Thursday and Friday, November 23 & 24, 2017 in observance of Thanksgiving.

C. Doylestown Township Leaf and Yard Waste Recycling – The drop off site is open every third Saturday of each month, March-December, 9 AM – 11 AM. Location: New Britain Road access to the back part of CENTRAL PARK.

D. You can purchase Discount Movie Tickets from our Administration Offices

E. 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

F. The Bicentennial Committee is hosting a Gala on January 6, 2018 at the Doylestown Country Club. If interested in attending please contact the Administration Offices.

G. GIFT GIVING IDEAS – Contact the Administration offices for more information

1. Movie Tickets and Ski Tickets
2. Bicentennial Gifts – Trees, Bricks, Mercer Tiles and Clothing
3. Park and Recreation Gift Certificates – Programs

4. Park Benches
5. Mural Print

III. MINUTES APPROVAL –Budget Work Session-10/17/17, Regular Meeting-10/17/17, Special Meeting 10/30/17

Mr. Snyder made a MOTION; seconded by Ms. Manion the October 17, 2017 Doylestown Township Budget Work Session minutes be approved.

MOTION was ADOPTED 3 to 1 with Mr. Touhill abstaining due to his absence.

Mr. Snyder made a MOTION; seconded by Mr. Touhill the October 17, 2017 Doylestown Township Board of Supervisors Regular meeting minutes be approved.

MOTION was ADOPTED 4 to 0.

Mr. Snyder made a MOTION; seconded by Mr. Touhill the October 30, 2017 Doylestown Township Board of Supervisors Special meeting minutes be approved.

MOTION was ADOPTED 4 to 0.

IV. REPORTS

A. Solicitor

Mr. Garton reported; in 1996 the late Judge Edmund V. Ludwig granted a conservation easement to the Township without compensation of approximately 23 acres located at 35 Pine Run Road. One provision of the easement was to reserve the right to subdivide two acres from the parcel to permit a house be built for one of his children. Tobias Ludwig has taken title to the property as per the will. Tobias contacted the township to inform there is no interest in constructing a home or subdividing two acres. He also asked the township to amend the conservation easement to remove the right to construct a home and leave the entire two acres subject to conservation easement, except for the house that currently exist.

The amended easement will provide Tobias with the benefit of a federal tax deduction for the value of releasing the lots. Mr. Garton informed; this will provide no negative consequence to the township.

Ms. Manion made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors approve to amend the Conservation Easement between the Township and the Estate of Judge Edmund V. Ludwig and authorize the Board of Supervisor Chairperson to sign appropriate documents.

MOTION was ADOPTED 4 to 0.

Mr. Garton reported; on November 16, 2017 The Hammerstein Group, Doylestown Country Club and neighbors; Mr. and Mrs. Malloy entered into a settlement agreement related to the Hammerstein property located along East Road, which became a court order. Under page 11, item 8 of the settlement agreement, the Hammerstein Group was provided one year to submit preliminary plans for the proposed museum site. Additionally, during the one year period, the township could not adopt any ordinance amendments under the Subdivision Land Development Ordinance (SALDO) or Zoning Ordinance amendments that would affect the ability of the applicant's stipulations of the proposed preliminary plan.

A request was received from the applicant's attorney; John VanLuvanee to extend the existing one year period to an additional one year. This will create a two year period from the initial November 16th stipulation agreement date. Upon a discussion with Mr. & Mrs. Malloy's attorney; Steven Harris, who informed the Doylestown Township Country Club have no objections to the additional one year extension or an additional year beyond.

Ms. Manion made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors approve to extend the stipulation agreement between the Township, The Hammerstein Group, Doylestown Township Country Club and Mr. & Mrs. Malloy to an additional one year from the November 16, 2017 date. Additionally, the Board will authorize the Doylestown Township Solicitor to sign the revised stipulation agreement.

MOTION was ADOPTED 3 to 1 with Mr. Touhill abstaining due to his relationship with The Hammerstein Group.

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

Mr. Tomko reported; the New Britain Township Reimbursement agreement pertaining to the Neshaminy Greenway Phase II Trail is an extension through the Beulah Cemetery to the New Britain Train station. The trail passes through New Britain Township, New Britain Borough and Doylestown Township. The joint project is a 50/50 grant match between the municipalities and Department of Conservation and Natural Resources (DCNR).

New Britain Township planned to pave Beulah Cemetery. However, due to equipment failure, they reached out to the contractor; James R. Kenney Excavating and Paving to complete the work. The work will be completed as a change order where New Britain Township will reimburse Doylestown Township in the amount of \$18,212.40 for the additional work.

Mr. Snyder made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors authorize New Britain Township reimburse Doylestown Township in the amount of \$18,212.40 for additional work completed to pave Beulah Cemetery by James R. Kenney Excavating and Paving.

MOTION CARRIED 4 to 0.

Bike & Hike Committee Chairman; Thomas Kelso commented the job completed was excellent.

- E. Manager

Ms. Mason reported; Director of Parks & Recreation; Karen Sweeney submitted a training request to attend two training sessions scheduled in 2018. The first is the National Recreation Parks Association Revenue Development & Management School. The second is the Annual Parks & Recreation Society, where both require an overnight stay.

Mrs. Lyons noted; the first request is a school with a required two year attendance. Ms. Mason responded; Ms. Sweeney indicated both sessions will be very beneficial with coursework in sponsorship, strategic planning, data and analytics.

Mr. Snyder questioned; how does the training differ from previous Ms. Sweeney attended. Ms. Mason answered; Ms. Sweeney attended the school several years prior and returned with great information which has been implemented into many of the township programs. Mrs. Lyons noted; Ms. Sweeney will be out of the office from March 11th through the 30th.

Mr. Snyder suggested; upon Ms. Sweeney's return, he would like a brief overview of the program presented and an explanation on how it will be applied to her everyday use. Ms. Mason agreed.

Mr. Snyder made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisor authorize Director of Parks & Recreation Director; Karen Sweeney attend with an overnight stay, the National Recreation Parks Association Revenue Development & Management School from March 11th until 16th of 2018 in the amount of \$1,838.00.

MOTION CARRIED 4 to 0.

Ms. Manion made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors approve Director of Parks & Recreation Director; Karen Sweeney attend with an overnight stay, The Annual Pennsylvania Parks & Recreation Society Conference from March 26th until the 30th, in the amount of \$1,121.00.

MOTION CARRIED 4 to 0.

F. Supervisors

Mrs. Lyons made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors appoint Ms. Donna Cawthorne as a member of the Doylestown Dog Park Advisory Committee.

Ms. Cawthorne was approved as a member of the Doylestown Dog Park Advisory Committee by a 4 to 0 vote.

Ms. Manion reported; the Lower State Road Trail is not open due to curb cuts being installed. This will cause a delay in dedicating the trail by two to three weeks. Dedication will be rescheduled in December.

Mrs. Lyons recognized; Boy Scout Troop 48 member; Eric Simon who is in attendance as part of a Citizenship in the Community Badge requirement. On behalf of the Board, Mrs. Lyons congratulated Mr. Simon on his efforts.

V. **CORRESPONDENCES –NA**

VI. **UNFINISHED BUSINESS - NA**

VII. **NEW BUSINESS**

A. Budget Presentation

Upon Mrs. Lyons opening the floor for comments or amendments to the 2017 Doylestown Township Revised Budget, Mr. Snyder commented; every year the process of preparing the budget has been revised and improved. Although, there is more room for improvement, the budget is constantly being reviewed, which is great process. Mr. Snyder concluded by thanking the township staff for their hard work and dedication. Mrs. Lyons agreed.

Mr. Snyder made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve the Revised 2017 Doylestown Township Budget.

MOTION was ADOPTED by 4 to 0.

Mr. Snyder made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors authorize to hang the 2018 Doylestown Township Preliminary Budget for twenty days (20) for public comment.

MOTION was ADOPTED by 4 to 0.

B. Resolution to Prohibit Category 4 Casinos within Township

Mrs. Lyons referenced the Pennsylvania State Association of Township Supervisors (PSATS) November 3, 2017 letter recommending a Resolution be adopted prohibiting mini-casinos be placed in municipalities and requested comments.

Mr. Snyder referenced the statement indicating a mini-casino cannot be present within twenty five (25) miles from an existing casino and questioned if the township is within 25 miles from Bensalem, is there any action needed. Mr. Garton answered; the 25 miles radius may not be reliable and may change. Mrs. Lyons noted; a future Board may change the resolution.

Ms. Manion made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors adopt a Resolution recommended by the Pennsylvania State Association of Township Supervisors (PSATS) banning mini-casinos along the municipality.

MOTION was ADOPTED 4 to 0.

C. Eagle Scout Proclamation – Brandon N. Polin- Troop 24

Mr. Touhill made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors recognizing Boy Scout Troop 71 member; Brandon N. Polin for achieving the rank of Eagle Scout at the December 11, 2017 Court of Honor Ceremony.

MOTION CARRIED 4 to 0.

D. Request to Hook Up to Public Sewers – 33 Chestnut Valley Drive

On behalf of homeowner; Roberta Daymon at 33 Chestnut Valley Drive, Thomas Kelso of Castle Valley Consultants, Inc requested the home be connected to sewer line installed by a neighbor. A recapture process has been offered by the neighbors, where the force main connection will be paid. Ms. Daymon has agreed to pay for half of the cost.

Mr. Snyder made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve Mr. Roberta Daymon of 33 Chestnut Valley Drive receive a public sewer connection due to a failing septic system.

MOTION CARRIED 4 to 0.

E. Land Development – Central Bucks Athletic Fields – Review Extension

Mr. Touhill made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors approve the Central Bucks Athletic Fields receive an extension until March 1, 2018 to submit their land development plan.

MOTION CARRIED 4 to 0.

F. Zoning Hearing Board Applications

1. Sezack, 60 Westaway Dr. – Requests a Variance

Ms. Mason reported; Mr. & Mrs. Sezack of 60 Westaway Drive in Warrington request for a variance for a seven (7) foot side yard setback for a garage be forwarded to the Zoning Hearing Board without objection. The Doylestown Township Board of Supervisors did not oppose the request.

2. Jacobs, 28 Fox Hill Road – Requests a Special Exception

Ms. Mason recommends Karen Jacobs of 28 Fox Hill Road request for a special exception to construct an in-law suite be forwarded to the Zoning Hearing Board, on behalf of her parents Richard & Verla Jacobs. The Doylestown Township Board of Supervisors indicated no objections and the matter will be left to the Zoning Hearing Board.

3. Central Bucks School District – Athletic Field – Requests a Variance

The Doylestown Township Board of Supervisors agreed by consensus to forward the Central Bucks School District of 20 Welden Drive request for a variance to the Zoning Hearing Board without objection.

G. Treasurer's Report – November 21, 2017

Mr. Snyder made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve the November 21, 2017 Treasurer's Report.

MOTION was ADOPTED 4 to 0.

H. Bills List – November 21, 2017

Mr. Snyder made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve the November 21, 2017 Bill's List in the amount of \$1,061,756.43.

MOTION was ADOPTED 4 to 0.

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 4. Park Benches

- 5. Mural Print
- 6. Bicentennial Gala Tickets

IX. ADJOURNMENT

Hearing no further business, the November 21, 2017 Doylestown Township Board of Supervisors Regular meeting was adjourned at 7:35pm.

Respectfully submitted by

Stephanie J. Mason