



# Board of Supervisors

## Regular Meeting

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

~ Minutes ~

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Tuesday, February 5, 2019

5:00 PM

Meeting / Activity Trailer

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### I. 5:00 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 and Jennifer V. Herring

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 Geoffrey J. Attanasio

Absent: Supervisor Ryan Manion.

#### A. Pledge to the flag

#### B. Presentation – Boards & Committees 2018 Recap

Chairman of the Environmental Advisory Council / Shade Tree Commission; Jeannine Mitchell provided the Board with annual report of accomplishments in 2018 as stream lining procedures were completed and provided a copy of their plan. Other accomplishments included, created calendar of events, initiation of a Bird Town Committee, two email account created for Community Bird Town and Bucks Mont EAC Network. The Committee also created a Land Trust EAC Handbook, joined with the Parks & Recreation Board, where meetings will take place every March, comments were provided towards changes to the Landscape & Buffer planting ordinance, recommendations towards two resolutions as the Delaware Keepers and Year of the Bird. The EAC played an active role in the Bicentennial Celebration by hosting a garden party and planting event. A banner, tags and nine QR Code signs have been created, 2019 Pennsylvania Horticulture Garden of Distinction award, and Blue Bird boxes were nest and 37 box cleaned. Residents and local schools were contacted and invited to several events. A sign was installed at the Pine Run reservoir and clean-up of dog ordinance signs were completed. Working with an Eagle Scout to install an insect hotel for 2019. The committee also continues strengthening their knowledge by attending several important educational and speaking events. Lastly earlier today, an email was received informing the Committee was awarded the 2019 Land Ethics Award from Bowman Hill Wildflower Reservoir on behalf of the Native Plant Demonstration Garden.

Mr. Snyder and Mrs. Lyons commended the Environmental Advisory Council on their growth and contributions to the township.

- C. Visitors/Public Comments

## II. ANNOUNCEMENTS

- A. The next meeting of the Board of Supervisors is scheduled for Tuesday, February 19, 2019 at 7:00 PM
- B. The Administrative Offices will be closed on Monday, February 18, 2019 in observance of Presidents' Day
- C. Ski, Movie and Phila. Flower Show tickets are available. For prices and availability please contact our Administration Offices or our website:
- D. Christmas Tree Drop-Off – Trees can be dropped off at the New Britain Road entrance of Central Park until February 10, 2019
- E. Doylestown Twp. Park and Recreation in partnership with Premier World Discovery is offering two trips in 2019; California Rail Discovery and Rome and the Country Roads of Tuscany. Please contact the Administration Office for brochures with highlights and inclusions

## III. MINUTES APPROVAL – Regular Meeting - January 15, 2019

Mr. Colello made a MOTION; seconded by Mr. Snyder the January 15, 2019 Doylestown Township Board of Supervisors Regular meeting minutes be approved.

MOTION was ADOPTED 4 to 0.

## IV. CORRESPONDENCES

## V. REPORTS

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

Penn Builders, Inc.

Mr. Tomko presented two change orders from Penn Builders, Inc. for Board approval as Change Order #5 to memorialize the municipal complex, administration and police building construction change directive process, placed by the Building Committee to approve work and

avoid impact to the schedule. Each change orders are previously viewed by the Engineer, Architect, Construction Manager; Rob Gallant before providing recommendations to the Building Committee. The change order is in the amount of \$11,580.00 to change order directive #2 in the amount of \$3,959.00 and change order #3 in the amount of \$7,621.00.

Mr. Snyder made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approve Penn Builders, Inc change order #5 in the amount of \$11,580.00, memorializing the municipal complex, administration and police building construction change directive process, placed by the Building Committee to approve work and avoid an impact to the schedule. The amount also includes change order directive #2 in the amount of \$3,959.00 and change order #3 in the amount of \$7,621.00.

Ms. Herring requested the Board receive a report on how each change order impacts the Township's budget. Mr. Tomko indicated yes and reported; the two change orders presented will bring the total change order amount at above 2% of the original construction costs. The project has a 5% contingency, bringing the costs to approximately 40%.

MOTION was ADOPTED 4 to 0.

#### Anchor Fire Protection, Inc

Mr. Snyder made a MOTION; seconded by Ms. Herring the Doylestown Township Board of Supervisors approve Anchor Fire Protection, Inc. Change Order #1 in the amount of \$19,591.11 for the installation of additional sprinkler heads, piping above the truss and contractual plywood installed along the roof attic space.

MOTION was ADOPTED 4 to 0.

Mr. Colello commented; it's a good idea for the consultants and staff to consider long term plans concerning the project and for a well- constructed building.

#### E. Manager

Mr. Snyder made a MOTION; seconded by Ms. Herring the Doylestown Township Board of Supervisors approve Special Projects Coordinator; Andrea Susten attend with an overnight stay the ICMA Northeast Regional Conference from April 3rd to 5th, 2019 in New Brunswick, New Jersey.

MOTION CARRIED 4 to 0.

#### F. Supervisors

Mrs. Lyons reported; Monument Bank will now be the sponsor of the Doylestown Township Central Park Amphitheater for the next three years. A sign with Monument Bank's name will be installed at the amphitheater. The Thompson Organization will continue to be a sponsor of the Thompson Performing Arts Series for the next three years. Fundraising will continue as well.

Ms. Herring wished everyone Happy Lunar New Year, as the year of the pig. She also reminded; as per the newly adopted Fireworks Ordinance, consumer grade fireworks are allowed to be discharged. All requirements are listed on the township's website and should be reviewed before any celebration. Additionally, the recent Super Bowl win does not qualify for a fireworks celebration.

February is Black History month and Ms. Herring acknowledged all significant contributions made by African Americans for Bucks County and Pennsylvania.

The Recorder of Deeds; Robin Robinson is raising money to preserve several Deed Books dating back to the time of William Penn. To view or assist in funding the project, donations can be placed on Ms. Robinson's website - <http://www.buckscounty.org/about/trail-study-lower-bucks-news/2018/04/23/AmericanHeritageRecorderofDeedsCause>

Mrs. Lyons added; Ms. Robinson will be attending a meeting in June to discuss the program in detail.

Mr. Colello reported; as per the recommendation from Township Manager; Stephanie Mason, the Grasso Group land development plan will now be presented to the Planning Commission in segments during separate meetings. This will provide the Commission to submit a clear recommendation to the Board.

#### VI. UNFINISHED BUSINESS - NA

#### VII. NEW BUSINESS

##### A. 2019 Trash Hauler Permits

Mr. Colello made a MOTION; seconded by Ms. Herring the Doylestown Township Board of Supervisors award permits to the following trash haulers to collect solid waste and recyclable for both residential and commercial properties during 2019.

##### For Residential:

*Advance Disposal Services, Inc of Norristown PA at \$134.25 per quarter. Leaf and Yard Waste collection dates are April 27, 2019 until November 2, 2019.*

*DelGuerico's Wrecking and Salvage, Inc of Rieglesville, PA at \$75.00 per quarter (96 Gallons) or \$69 per quarter (65 Gallon). Trash & Recycling or Bag Service \$3.00 per bag, \$15.00. Leaf and yard waste collection dates will be on a as needed basis.*

*Republic Services of Telford, PA at \$303.00 twice per week (including fees), \$162.00 once per week (including fees), \$141.75 at a Senior Rate per week (including fees). Leaf and Yard Waste collection dates are May 11, 2019, October 19, 2019 and November 16, 2019.*

*Waste Management of Telford, PA at \$23.00 per month, once per week tote services. Trash and recycling at \$8.50 per month, bag services, plus cost of bags at once per week. Leaf and yard waste collection dates are April 13, 2019 and November 9, 2019*

*Whitetail Disposal, Inc of Perkomenville, PA at \$69.00 per quarter, once per week for trash and recycling. Leaf and yard waste collection dates are April 13, 2019 and November 9, 2019.*

For Commercial Services:

*George Leck & Sons, Inc of Warminster, PA*

*J.P. Mascaro & Sons of Souderton, PA*

For Solid Waste and Recyclable for Construction:

*Tinari Container Service of Southampton, PA*

*Doylestown Waster & Recycling, LLC of Fountainville, PA*

MOTION CARRIED 4 to 0.

B. Emergency Operations Plan Resolution – Biannual Update

Mr. Colello made a MOTION; seconded by Ms. Herring the Doylestown Township Board of Supervisors adopt Resolution #2091 to update the Biannual Emergency Operations Plan for Doylestown Township.

MOTION was ADOPTED 4 to 0.

C. Land Development

1. Doylestown Greene – Acceptance of Dedicated Improvements

Mr. Garton reported; as per former Township Engineer; Mario Canales advisement, a resolution was created regarding community; Doylestown Greene to accept dedication with the condition of providing the maintenance bond, certification of the Township's Engineer indicating no encroachments, certification the plan is ready for dedication, receipt of the title insurance policy in the amount of \$50,000.00, all bills being paid to the township, all homes in receipt of final certificate of occupancy, maintenance funds and a list of tax parcels.

Ms. Herring made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors have Township Solicitor; Jeffrey P. Garton create for adoption a resolution Accepting the Dedication of Certain Public Improvements as Contained in the Subdivision known as Doylestown Greene with conditions as providing the maintenance bond, certification of the Township's Engineer indicating no encroachments, certification the plan is ready for dedication, receipt of the title insurance policy in the amount of \$50,000.00, all bills being paid to the township, all homes in receipt of final certificate of occupancy, maintenance funds and a list of tax parcels.

Mr. Snyder questioned; what specifically is being dedicated. Mr. Garton answered; the streets and the right of way will be dedicated along Doylestown Greene. However, no basins will be dedicated.

MOTION was ADOPTED 4 to 0.

2. Planning Modules

Ms. Mason reported; the Tabatabai Tract is a land development, one lot subdivision at Pebble Hill Road, previously adopted by the Board of Supervisors. Part of the agreement is having an on lot sewage disposal installed, where the Department of Environmental Protection (DEP) is requiring a full Planning Module. As part of the Planning Module package, a resolution is required to be adopted.

Tabatabai Tract

Mr. Snyder made a MOTION; seconded by Ms. Herring the Doylestown Township Board of Supervisors adopt a Resolution for Plan Revision for New Land Development regarding Tabatabai Tract to adopt an Official Sewage Facilities Plan for an individual on-lot system.

MOTION was ADOPTED 4 to 0

Bucks County Women's Correctional Facility

Ms. Herring made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors adopt a Resolution for Plan Revision for New Land Development regarding Bucks County Women's Correctional Facility to adopt an Official Sewage Facilities Plan for a sewer tap-ins and Sewer extension.

MOTION was ADOPTED 4 to 0

3. Request Land Development Waiver - Central Bucks School District

Renew Land Development Consultants Senior Project Manager; Glenn Harris requested Board approval to add a salt storage shed on to the Central Bucks School District Operations and Maintenance Center facilities at Route 313. Two review letters were received from Boucher & James, Inc. The applicant has since complied by making necessary adjustments. The applicants are also prepared to resubmit revised plans for the Township's review.

The nature of the overall project is to add a salt barn to the edge of the existing paved area with no impact to the flow of vehicular movement, bus storage or parking along the site. The main purpose is to safely store salt and provide simpler management.

Mrs. Lyons questioned if the applicants will comply with Boucher & James, Inc review letters dated February 1, 2019 and February 4, 2019. Mr. Harris indicated; both letters were received, where comments on the land development waiver and technical issues of the plan were noted. He commented; the plan may have a grading permit once the plan is completed. The content of the first review letter is concerning grading materials and the second pertains to zoning

related issues, such as impervious surface ratio. He noted; the impervious ratio consisted of a calculation error, which since has been corrected.

Mr. Garton reported; the plan will be approved, subject to compliance of the two Boucher & James, Inc review letters and execution of waiver for land development agreement.

Mr. Colello made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors approve Central Bucks School District Land Development Waiver with the condition, the applicants will comply with comments noted under the February 1st and 2nd, 2010 Boucher & James, Inc review letters and execution of waiver for land development agreement.

MOTION was ADOPTED 4 to 0.

D. Pebble Ridge/Woodridge Area Sewer Project – BCWSA Payment Request

Ms. Mason reported; in addition to Bucks County Water & Sewer Authority (BCWSA) request for distribution payments in the amount of \$935,348.00 for engineering fees and \$25,120.00 in permit fees towards the Pebble Ridge / Woodridge Area Sanitary Sewer project, \$85,079.08 payment is requested for work completed. Ms. Mason added; several meetings have been conducted with Gilmore Associates, Ways & Means Committee, Public Water & Sewer Advisory Board and Bucks County Water & Sewer Authority representatives to review progression details of the project. All information has been posted on the township's and BCWSA website. Additionally, the need of reimbursements have been reviewed for Township expenses and part of the loan application. Finance Director; Ken Wallace is working with Gilmore Associates to prepare the reimbursement requests for submission within the next month.

Ms. Herring made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approve payment be made to Bucks County Water & Sewer Authority (BCWSA) as reimbursement of \$935,348.00 and payments as \$25,120.00 in permit fees and \$85,079.08 towards work completed regarding the Pebble Ridge / Woodridge Area Sanitary Sewer project, totaling \$1,045,547.08.

MOTION CARRIED 4 to 0.

E. 2019 Performing Arts Series

Mrs. Lyons clarified; the \$30,750.00 cost noted for the 2019 Thompson Performing Art Series is comprised mostly of donations and sponsorship received from the Thompson Organization and other fundraising. The request is for Board approval of the scheduled performance line up and not individual contracts.

Ms. Mason announced this year, the Performing Arts Series is celebrating its 25th year.

Ms. Herring made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approve the 2019 Thompson Performing Art Concert \ Event Series line up as follows:

June 19, 2019	Fabulous Greaseband	\$2,500
June 20, 2019	Movie (E.T.)	\$1,100
June 26, 2019	Philly Fund Authority	\$1,500
July 7, 2019	Bigg Romeo & Fireworks Show	\$2,000
July 10, 2019	Dueling Pianos	\$500
July 17, 2019	Lights Out	\$3,500
July 24, 2019	New Solution Entertainment	\$700
July 31, 2019	Eric Intel	\$500
August 7, 2019	Big Chill	\$1,000
August 14, 2019	Houston Bernard Band	\$3,250
August 15, 2019	Movie (The Incredibles)	\$1,100
August 21, 2019	Sensational Soul Cruisers	\$3,000
August 28, 2019	Jimmy and the Parrots	\$2,000
September 28, 2019	Movie (Mary Poppins Returns)	\$1,100
	Schaefer Pyrotechnics	\$7,000

Mr. Snyder commented; since 2017, Ms. Mason and Director of Parks & Recreation; Karen Sweeney have been providing additional costs of the concert series for Board review. He commended both on a job well done in identifying a bottom line cost for the entire year. As per Mrs. Lyons question, Ms. Mason reported; the township is in good standing and ahead by approximately \$6,000.00 each year.

MOTION CARRIED 4 to 0.

F. Pennsylvania 811 Safe Digging Month Resolution

Mr. Snyder made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors adopt a Resolution and proclaim April 2019 as Pennsylvania 811 Safe Digging Month.

MOTION was ADOPTED 4 to 0.

G. Eagle Scout Proclamation – C. DiGiorgio, Troop 52

Mr. Colello made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors award Boy Scout Troop 52 member; Carl DiGiorgio the rank of Eagle Scout during a Court of Honor Ceremony.

MOTION CARRIED 4 to 0.

H. Bills List – Feb. 5, 2019

Mr. Snyder made a MOTION; seconded by Ms. Herring the Doylestown Township Board of Supervisors approve the February 5, 2019 Bill's List in the amount of \$112,495.37.

MOTION was ADOPTED 4 to 0.



**VIII. ANNOUNCEMENTS**

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**IX. ADJOURNMENT**

Hearing no further business, the February 5, 2019 Doylestown Township Board of Supervisors Regular meeting was adjourned at 5:43pm.

Respectfully submitted by

Stephanie J. Mason  
Secretary