



Board of Supervisors

Regular Meeting

~ Minutes ~

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

Tuesday, February 4, 2020

5:00 PM

Community Meeting Room

I. 5:00 PM REGULAR MEETING

Members of the Board of Supervisors in attendance included Chairperson Barbara N. Lyons, Vice Chairperson Ryan Manion, with Supervisors; Jennifer V. Herring, Nancy Santacecilia and Dan Wood.

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.

A. Pledge to the flag

B. Visitors/Public Comments

Bucks County Commissioner Bob Harvie spoke on new voting machines for the county and noted public demonstration events taking place in the future.

Mr. Garton inquired if there were additional machines needed or the same amount available.

Mr. Harvie stated there is the same amount of machines and explained it is an optical scanner and is a paper ballot process. Mr. Harvie said that more people will be able to vote at one time.

Ms. Manion inquired if there are other counties with this system. Mr. Harvie noted multiple counties and stated they are simple to use.

Mr. Harvie also spoke on the 2020 Census and encourages residents to participate and visit the website for more information. He hopes to gain an accurate count as it affects federal funding.

II. ANNOUNCEMENTS

A. The next meeting of the Board of Supervisors is scheduled for Tuesday, February 18, 2020 at 7:00 PM

B. The Administrative Offices will be closed on Monday, February 17, 2020 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. Doylestown Twp. Park and Recreation in partnership with Premier World Discovery is offering two trips in 2020;
1. Paris in the Spring, Burgundy & Provence River Cruise– April 13, 2020–11 day trip
 2. Rome - Country Roads of Tuscany – September 13, 2020 – 9-day trip.

III. MINUTES APPROVAL – Regular Meeting - January 21, 2020

Mr. Wood MOTIONED; seconded by Ms. Manion to approve the minutes. MOTION passed 5-0.

IV. CORRESPONDENCES - NA

V. REPORTS

A. Solicitor

B. Police Chief

Chief Logan informed the board that Lieutenant Matthew O'Connor will retire in May and Officer Nick Moffett has resigned and will be leaving at the end of February. He asked for the Board's approval to start the hiring process. The Board approved.

C. Township Engineer

Mr. Tomko explained the need for the bridge inspections for the Township's Bridge Maintenance Program. Pennoni Associates provided a quote for \$17,999 to perform one inspection.

Ms. Herring MOTIONED; seconded by Ms. Manion to approve the Pennoni 2020 Bridge Inspection Proposal. MOTION passed 5-0.

D. Director of Operations

E. Manager

F. Supervisors

Ms. Lyons explained the Board interviewed five candidates to fill vacancies on a variety of Township boards and commissions.

Mr. Wood MOTIONED; seconded by Ms. Manion to appoint Buddy Hutchinson and Jenny Kimbel for the Public Water and Sewer Authority Board. MOTION passed 5-0.

Ms. Herring MOTIONED; seconded by Ms. Manion to appoint Joseph Volk and Eric Cornwell for the Ways & Means Committee. MOTION passed 5-0.

Ms. Herring MOTIONED; seconded by Ms. Manion to appoint Thomas Burke for the Pension Advisory Committee. MOTION passed 5-0.

Ms. Santacecilia noted the Dog Park Advisory Board is in the process of installing a new access security system at the dog park and members will need to visit the Township office to receive a new key fob.

VI. UNFINISHED BUSINESS - NA

VII. NEW BUSINESS

A. Acknowledgement of DTMA 2020 Budget

Ms. Mason clarified that the Board of Supervisors' December meeting was held before the DTMA meeting. The Board acknowledged receipt of the 2020 DTMA Budget.

B. DTMA Intergovernmental Agreement

Mr. Garton noted the state auditors did not agree that Township employees who worked for DTMA should be separated from other Township employees' pension plan. He explained that the agreement is a clarification for auditors. Ms. Manion MOTIONED; seconded by Ms. Herring to approve the DTMA Intergovernmental Agreement. MOTION passed 5-0.

C. Township IT Consultant Agreement

Mr. Garton noted he reviewed and approved the agreement. Mr. Wood inquired regarding the emergency system plan and training. Ms. Mason noted it is in the plan to train staff to avoid any cyber-attacks, Premier Technology Solutions offered support with a cloud backup. It will allow the Township to be up and running within a few hours. Ms. Manion suggested two-factor authentication become mandatory.

Mr. Wood MOTIONED; seconded by Ms. Manion to approve the IT Consultant Agreement including the below statement. MOTION passed 5-0.

The Board of Supervisors authorizes the execution of the Managed Services Technology Support Plan submitted by Premier Technology Solutions to provide IT vendor services to the Township Administration and Police Department. They will provide monthly Managed Service Technology Support at \$1,805 per month, Cloud Back Up, Disaster Recovery Service at \$1,165 per month and Virtual Terminal Services Implementation at a one-time cost of \$4,224.77.

D. TD Bank Resolution

Ms. Mason explained that the resolution to include the new Board of Supervisors members on the Townships bank accounts. Ms. Manion MOTIONED; seconded by Ms. Santacecilia to approve the TD Bank Resolution. MOTION passed 5-0.

E. Brooks Tract Planning Module

Ms. Santacecilia MOTIONED; seconded by Ms. Manion to approve the Brooks Tract Planning Module. MOTION passed 5-0.

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IX. ADJOURNMENT

Meeting adjourned by Ms. Lyons at 5:24 PM.

Respectfully submitted by

Stephanie J. Mason
Secretary