



# 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 18, 2020

7:00 PM

Community 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 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. Swearing in of Police Lieutenant – C. Zeigler

Ms. Lyons conducted the swearing in of Police Lieutenant Zeigler.

C. Commendations by Chief Logan – Tropical Storm Isaias

Chief Logan presented awards to his officers for their response to tropical storm Isaias and the tornado in the Township. He also presented awards to the Bucks County Sheriff's office, Doylestown Hospital staff, police department staff, and the Township public works department for their efforts. Ms. Lyons spoke on the community working together and thanked everyone involved.

D. Visitors/Public Comments – None

### II. ANNOUNCEMENTS

A. The next meeting of the Doylestown Township Board of Supervisors will be held on Tuesday, September 15, 2020 at 5:00PM.

B. Doylestown Township Budget Work Session will be held on Tuesday, September 15, 2020 at 3:00PM.

C. The Doylestown Township Administration Offices will be closed on Monday, September 7, 2020 in observance of Labor Day.

D. "Step into September on the Trails" – 9/12/20 starting at 11:00 AM For more information visit our website.

E. Doylestown Township's Annual Golf Outing – Monday, August 24, 2020, Doylestown Country Club, Registration & Breakfast @ 8:00 AM, Shotgun Start @ 9:00 AM. Proceeds benefit park & recreation programs and services for all! To register, contact our Administration Offices.

- F. Blood Drives – August 28th and September 11th – Activity Center Trailer from 2PM – 7PM
- G. Leaf and Yard Waste Recycling – the 3rd Saturday of each month from 9AM – 11AM – Drop off site is located at the New Britain Rd. entrance of Central Park. Please visit our website for more information.

**III. MINUTES APPROVAL: Regular Meeting: July 21, 2020**

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

**IV. CORRESPONDENCES**

**A. Community Meeting Room Use and Fee Waiver Requests**

Ms. Mason stated two organizations, one nonprofit and one state, asking for a fee waiver. Mr. Wood stated access to sound system was requested and Ms. Mason noted a volunteer from TAB would assist the nonprofit. Ms. Mason explained the state run organization is proctoring tests that they charge for and would use the meeting room once a month.

Ms. Herring MOTIONED; seconded by Mr. Wood to approve the community meeting room use and fee waiver request for the League of Women Voters' of Bucks County. MOTION carried 5-0.

The board agreed to deny the community meeting room use and fee waiver request by the PA Dept. of Agriculture by consensus.

**V. REPORTS**

A. Solicitor – none

B. Police Chief – none

C. Township Engineer

Mr. Attanasio reported on the storm water request for 14 Greenway Drive discussed during the July meeting. He stated he reviewed the land development plan and request from the homeowner. It was determined they can build the pool with a design for onsite storm water management

D. Director of Operations

Mr. Wood MOTIONED; seconded by Ms. Manion to award the 2020 Road Program - Paving to James D. Morrissey, Inc. for the base bid amount of \$196,688.40 and alternates #1, #2, #3, and #4 for a total amount of \$387,328.80 MOTION passed 5-0.

Mr. Wood inquired if Woodridge could be paved first as they are incurring flooding. Mr. Tomko stated the timeline would be discussed once work is near complete.

Ms. Herring MOTIONED; seconded by Mr. Wood to reject the lowest nonresponsive bidder regarding curbing installation. MOTION passed 5-0. –

Ms. Manion MOTIONED; seconded by Mr. Wood to award the 2020 Road Program - Paving to Reamstown Excavating, Inc. for the base bid amount of \$551,756.00 and add alternates #3, #4, #5, #6 and #7 (sub-totaling \$490,905.50) for a total amount of \$1,042,661.50

Mr. Tomko stated the budgeted amount set in 2018 and the current amount is over and work needs to be completed for the poured in place at the Turk Park Playground.

Ms. Manion MOTIONED; seconded by Ms. Herring to award the Turk Park Playground Resurfacing contract to Playground Resource for the base bid amount of \$73,669.63, plus add Alternate #3 amount of \$6,966.40 for the total contract amount of \$80,636.03. MOTION passed 5-0

E. Manager

Ms. Mason reported Mr. Peters has resigned from the TAB and Mr. Hutchinson has resigned from the Public Water and Sewer Board.

Ms. Manion MOTIONED; seconded by Ms. Santacecilia to approve both resignations with regret. MOTION passed 5-0.

Ms. Mason explained that well testing is required under the septic management plan run by the administration proves difficult for residents to complete, as well testing at the Bucks County Health Department has been suspended. The request is to extend the residents due date for result submission by 90 days for cycle two residents.

Ms. Santacecilia MOTIONED; seconded by Ms. Herring to extend the septic management due date for cycle two residents by 90 days. MOTION passed 5-0.

F. Supervisors

Ms. Lyons noted proposals for the architecture of the community building was narrowed down from seventeen candidates. MKSD Architects was unanimously agreed on. She noted the proposal was significantly lower in cost and found the organization was determined to do the job well.

Ms. Manion MOTIONED; seconded by Ms. Santacecilia to approve MKSD Architects as the architecture and engineering firm for the Township community building. MOTION passed 5-0.

Mr. Wood thanked the police staff for their efforts during tropical storm Isaias. He also noted there is a vacancy on the Public Water and Sewer board.

Ms. Santacecilia thanked the police staff for their efforts as well. She noted there is a vacancy on the TAB board. She thanked Mr. Peters for his service on the TAB board.

Ms. Herring thanked Chief Logan, police staff for their assistance.

Ms. Manion thanked the police force as well.

Ms. Lyons stated DTMA provided uninterrupted service during the storms and thanked the department. She also indicated that DTMA has received 2 grants for projects they will be undertaking. She urged residents to complete the 2020 census and spoke on its importance.

**VI. UNFINISHED BUSINESS- None**

**VII. PUBLIC HEARING**

A. Proposed Ordinance – Adopting Standards Related to Industrial Waste

Mr. Garton stated the Warminster Municipal Authority requested the Township adopt standards related to industrial waste. This was discussed in previous meetings. Ms. Lyons stated no public comment was heard.

Ms. Manion MOTIONED; seconded by Ms. Herring to approve the ordinance. MOTION passed 5-0.

B. Bank Loan Ordinance

Mr. Garton reviewed the board's approval to pursue the Peoples Security Bank proposal at the August meeting. He explained the sum was reduced by \$2,000.00. Ms. Lyons stated no public comment was heard.

Ms. Santacecilia MOTIONED; seconded by Ms. Herring to approve the bank loan ordinance. MOTION passed 5-0.

**VIII. NEW BUSINESS**

A. Land Developments

1. Burke Farm – Amendment to Conditional Use Decision

Mr. Garton requested the Board approve the amendment. Ms. Herring MOTIONED; seconded by Ms. Santacecilia to amend the conditional use decisions. MOTION passed 5-0.

2. Hammerstein Museum – Review Extension

Mr. Garton requested the board accept the extension and suggested if another extension was needed to create it beyond 30 days.

Ms. Manion MOTIONED; seconded by Ms. Herring to extend the Hammerstein II Museum land development to September 30, 2020. MOTION passed 5-0.

3. Sloane Traffic Signal Application

Ms. Manion MOTIONED; seconded by Ms. Santacecilia to approve Ms. Lyons to sign the required documents. MOTION passed 5-0.

4. Ashbridge @ Furlong aka Grasso – Proposed Amendment to Stipulation

Mr. Garton stated the Planning Commission did recommend to approve the proposed amendment and stipulation. Ms. Lyons inquired why there is not one parking space per unit. Mr. Benner suggested the development is catering to residents over 70 years old.

Ms. Santacecilia inquired about the need for a traffic signal. Mr. Benner stated traffic patterns were reviewed and noted the stipulation generally authorizes the project.

Ms. Manion shared her concern for parking as well.

Ms. Mason inquired if the previous discussion of parking in reserve was going to occur.

Mr. Garton suggested a post occupancy study for traffic to be incorporated into the stipulation..

Ms. Lyons stated it is the board's responsibility to make sure everything is considered for the community.

Mr. Garton suggested they revise the sketch to allow additional parking. Mr. Benner stated they would reevaluate and come back.

Ms. Manion MOTIONED; seconded by Ms. Herring to table the discussion. MOTION passed 5-0.

B. Circular Driveway - 11 Windey Way La.

Ms. Manion MOTIONED; seconded by Ms. Herring to approve the circular driveway at 11 Windy Way Lane. MOTION passed 5-0.

C. Pebble Ridge/Woodridge Sewer Project – BCWSA Request payment #15

Ms. Mason noted the subcommittee approved the request. Ms. Herring MOTIONED; seconded by Ms. Manion to approve the BCWSA payment request #15. MOTION passed 5-0.

D. Request Materials be sent to Auction

Ms. Manion MOTIONED; seconded by Ms. Herring to approve material be sent to auction. MOTION passed 5-0.

E. Township Recycling Reporting Agreement – Hough Assoc.

Ms. Mason stated Hough Assoc. has been working with the Township for 12 years and recommends approval.

Ms. Manion MOTIONED; seconded by Ms. Herring to approve the Township recycling reporting agreement. MOTION passed 5-0.

F. Friends of Kids Castle Committee Member Reduction Resolution

Mr. Wood inquired why the committee is being reduced and not placed as a subcommittee of Parks and Recreation.

Ms. Manion stated expertise is needed and that option can be revised after all of the improvements are completed.

Ms. Manion MOTIONED; seconded by Ms. Santacecilia to approve the resolution. MOTION passed 5-0.

G. Records Retention/Distribution

Ms. Manion MOTIONED; seconded by Ms. Santacecilia to approve records retention/distribution. MOTION passed 5-0.

H. Amendment to Fee Schedule – Pavilions, Picnic Grove and Picnic Shelter Rental Fees

Ms. Santacecilia inquired if fees were increased in January and if residents could be excluded from the increase. Ms. Mason responded that they were not and due to increased cleaning felt it appropriate to amend the fee schedule for Park and Rec.

Ms. Santacecilia MOTIONED; seconded by Ms. Herring to approve the amendment and will be reviewed after COVID procedures are reduced. MOTION passed 5-0.

I. 2021 Financial Requirement and Minimum Municipal Obligations

The Board was provided a copy of the MMOs and acknowledged their receipt.

J. Traffic Calming Study Process – M. Johnston

Chief Logan stated the policy was enacted over 10 years ago. He stated if the speed cannot be reduced through enforcement then the policy is required. He noted residents have been vocal and passionate regarding this issue.

Township Traffic Engineer Matt Johnston stated this policy would engage the community and provide structure to the process.

Chief Logan suggested restructuring the traffic advisory committee. Ms. Lyons noted 50 thousand dollars was put aside for traffic calming in 2020. Chief Logan stated at least three or four roads may require attention.

Ms. Manion stated action needs to occur.

Mr. Wood inquired on the 70% petition requirement. Mr. Johnson stated Penn Dot requires 50-70 and determines there is a true issue that is effecting many residents.

A resident from Rogers Road stated she attends the TAC meetings and is looking for a clear approval process.

Ms. Manion MOTIONED; seconded by Ms. Santacecilia to approve the policy of the traffic calming study policy. MOTION passed 5-0.

K. Zoning Hearing Board Applications

Ms. Mason recommended leaving the variance request for 891 Ferry Road and 112 Ridgeview Lane to the zoning hearing board and 78 Bittersweet Drive be reviewed by the solicitor.

Ms. Manion MOTIONED; seconded by Ms. Santacecilia to approve the solicitor to review the application of 78 Bittersweet Drive. MOTION passed 5-0.

L. Treasurers Report – August 18, 2020

Ms. Manion MOTIONED; seconded by Ms. Herring to approve the Treasurers Report. MOTION passed 5-0.

M. Bills List –August 18, 2020

Ms. Manion MOTIONED; seconded by Ms. Herring to approve the Bills List. MOTION passed 5-0.

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**X. ADJOURNMENT**

Ms. Lyons adjourned the meeting at 8:50pm.

Respectfully submitted by

Stephanie J. Mason  
Secretary