



Board of Supervisors

Regular Meeting

MINUTES

425 Wells Road
Doylestown, PA 18901
215-348-9915
<http://doylestownpa.org>

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Tuesday, April 15, 2025

7:00 PM

Community Meeting Room

Board Members in attendance: Jennifer V. Herring, Chairman; Barbara N. Lyons, Vice Chairman; Nancy Santacelia; Dan Wood and Judy Dixon.

Township Staff in attendance: Stephanie J. Mason, Township Manager; Dave Tomko, Director of Operations; Andrea Mergner, Assistant Township Manager; Chief Charles Zeigler; Sean Torpey, Township Engineer and Michael Clarke, Solicitor.

7:00 PM REGULAR MEETING

Pledge to the flag

Ms. Herring welcomed everyone to the meeting, she stated that prior to this meeting the Board of Supervisors held a Work Session that was open to the public.

Presentation

Due to technical difficulties Ms. Doyle representing PFM was unable to participate.

Public Comments Agenda Items Only

None

ANNOUNCEMENTS

- A. The next regular meeting of the Board of Supervisors will be held on Tuesday, May 13, 2025 at 7:00 PM.
- B. The Doylestown Township Administrative Offices will be closed on Friday, April 18, 2025 in observance of Good Friday.
- C. The polling location for Doylestown Township Districts 3 & 4 has been officially changed. Voters in these districts who previously voted at Pebble Hill Reformed Church on Edison Furlong Road will now vote at the County Public Safety Training Center, located at 1760 S. Easton Road Doylestown.
The Board of Elections will notify all affected voters by mail. Each voter will receive an updated voter registration card with "Polling Place Change" clearly stamped in red. The Township has been informed that the required notices have been posted in both districts. In addition, the Township website has been updated in two locations to reflect the new polling place
- D. EV Symposium – Planning for Public EV Stations - Tuesday, April 22, 2025, 4:00pm. Doylestown Township Municipal Building. RSVP via email info@doylestownpa.org
- E. Arbor Day 2025 – Saturday, April 26th – 9:00AM to Noon. Join us for a community tree tending & maintenance event in Central Park. For more info www.doylestownpa.org
- F. Touch A Truck – Saturday May 17th – 10:00AM – 1:00PM – Free fun for the whole family in Central Park.
- G. Doylestown Township Police – National Night Out – August 5th from 4PM to 8PM. Central Park – FREE. For more info www.doylestownpa.org
- H. Keep up to date with Township News / Events – sign up for E-news at www.doylestownpa.org. E-News is sent out every Friday at 4:00PM.

MINUTES APPROVAL: On motion of Ms. Lyons, seconded by Ms. Dixon, the minutes of March 18, 2025 were approved. The motion carried 5 – 0.

CORRESPONDENCE

Governor's Award for Local Government Excellence

Ms. Mason shared with the Board that the Township through DCED received an Honorable Mention for the Governor's Award for Local Government Excellence. The Township submitted a program for the Telecommunications Advisory Board, who have done a number of videos related to Doylestown Health and Health Education.

PSATS Citizens Communications Awards

Ms. Mason shared with the Board that the Township through PSATS Citizen Communications Contest received the following: 1st place for our website, 2nd place for other publications and 2nd place for social media. She thanked Ms. Mergner, Assistant Township Manager, for all her hard work on the communications between the Township and our residents.

REPORTSSolicitor

Nothing to report.

Township Engineer

Nothing to report

Police Chief

Chief Zeigler stated that the Memorandum of Understanding for Co-Responders with Bucks County, this has been in the works for a couple of months. The Township solicitor and the County solicitor have everything worked out. We just need the Board to agree to the MOU. The county has conducted interviews, and the selected candidate will start with the County on May 12th, after two weeks of training at the County they will be deployed out to the agencies.

Ms. Santacecilia inquired what the hours will be and if there were any caveats to the program, she will be interested in seeing how this works? Chief Zeigler stated that there is flexibility within their schedule, usually an 8-hour schedule, the first responder will be housed at Doylestown Township, with the ability to go to the other police departments as needed. The hours are to be determined, usually daylight hours, County resources are typically open during the day.

Ms. Herring thanked Chief Zeigler for his leadership, she thinks it will be wonderful for the Township.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved the MOU with Bucks County for Co-Responders. The motion carried 5 – 0.

Dir. of Operations2025 Street Sweeping Contract – Award Recommendation

Mr. Tomko stated that this needed to be put back out to bid. This is a one-year contract with the option for two one-year extensions. One bid was received from Reilly Sweeping LLC dba SCA Sweeping of Pennsylvania, Fairless Hills, PA. Contract total for spring & fall sweeping totals \$43,438.00 with a fee of \$165 per hour for out of scope sweeping. He is asking for the Boards approval.

On motion of Ms. Lyons, seconded by Ms. Santacecilia, the Board awarded the 2025 Street Sweeping contract to Reilly Sweeping, LLC (PA) dba SCA Sweeping of Pennsylvania, Fairless Hills, PA for the base bid amount of \$43,428.00 and the hourly rate of \$165.00 (for out of scope sweeping). The motion carried 5 – 0.

2025 Lawn Maintenance – Award Recommendation

Mr. Tomko stated that this was put out to bid. Five bids were received, the lowest bidder was Yellowstone Landscaping, Philadelphia, PA for the base bid of \$107,044.00. One year contract with options of two one-year extensions. He is asking for the Boards approval.

On motion of Ms. Dixon, seconded by Ms. Lyons, the Board awarded the 2025 Lawn Maintenance Bid to Yellowstone Landscaping, Philadelphia, PA for the base bid amount of \$107,044.00 (weekly amount of \$3,823.00 x 28 weeks) and accepts the supplemental mowing amounts. The motion carried 5 – 0.

2025 Tree Pruning and Takedown – Award Recommendation

Mr. Tomko stated this was put out to bid, seven bids were received. The low bidder for this project was also Yellowstone Landscaping, Philadelphia, PA for the removal of trees on the trails, open space, basins and right of ways. Their base bid totals \$51,531.00. He is asking for the Boards approval.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board awarded the 2025 Tree Pruning & Takedown contract rebid to Yellowstone Landscape, Philadelphia, PA for base bid amount totaling \$51,531.00. The motion carried 5 – 0.

Request to send items to Auction

Mr. Tomko stated that the items would be posted on the Municibid Online Auctions, this has been successful in the past. Items to be sent to auction include used squad room furnishings & office furniture from old building: old IT rack and traffic signal standards & light from past improvements. He is looking for the Boards approval to move forward.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board authorizes the listing of the various items to the Municibid online auction. The motion carried 5 – 0.

NBIS Bridge Pennoni Year 3 Inspection Cycle

Mr. Tomko stated that NBIS is National Bridge Inspection Standard, every year Pennoni does bridge inspections on bridges and large culverts. Their proposal this year to inspect the 10 plus structures we have inspected on a routine basis the contract total is \$30,400.00. He is asking for the Boards approval.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved the Pennoni NBIS Bridge Year 3 Cycle Proposal in the amount of \$30,400.00. The motion carried 5 – 0.

Chapman Road CO G&A Proposal

Mr. Tomko stated that this is a supplement to the Michael Baker International Chapman Road Bridge design services. Gilmore Associates has submitted a proposal in the amount of \$3,900. to Michael Baker International, for additional services required by PennDOT for erosion sediment control systems. He is asking for the Boards approval.

On motion of Ms. Lyons, seconded by Ms. Santacecilia, the Board approved Baker Engineering Change Order #3 for Engineering Design and Post Design Services for Chapman Road Bridge over Pine Run in the amount of \$3,900.00. The motion carried 5 – 0.

Community Recreation Center & Park Improvements

General Contractor Change Orders

Skepton Construction Rescind Change Order #10 and accept Change Order #12

Mr. Tomko stated that he would like to rescind Change Order #10 to Skepton Construction for \$348,269.78 and accept their Change Order #12 totaling \$89,469.71 for the paving in Central Park, portions of the loop road and the front parking lot for the Community Recreation Center Project.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved rescinding Skepton Change Order #10 and accepting Change Order # 12. The motion carried 5 – 0.

Skepton Construction Change Order #13

Mr. Tomko stated that this item is Skepton Construction Change Order #13 for several items totaling \$1,393.91. Items include TV Alcove, cabinetry in Multipurpose Rooms, Multipurpose Room ceiling framing and painting exposed panel in gym. He is asking for the Boards approval.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved Change Order #13 in the amount of \$1,393.91. The motion carried 5 – 0.

Electrical Contractor Change Orders

Mr. Tomko stated that Change Order #3 for US Solutions Change Order #3 for the Kitchen Vent Hood, restroom exhaust fans, smart TV conduit revisions, sport court lighting totaling \$51,125.94. He is asking for the Boards approval.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved US Solutions Change Order #3 in the amount of \$51,125.94. The motion carried 5 – 0.

Comfort Cottage Construction ProposalsSkepton Proposal

Mr. Tomko stated as discussed prior to this meeting at the work session. This is for the construction of the Comfort Cottage Project. Skepton as general contractor Change Order #14. Base proposal for the Comfort Cottage Project amount \$407,382.62 for supply and building in accordance with the plans the building with the split rock facade. He asked the Boards approval.

On motion of Mr. Wood, seconded by Ms. Dixon, the Board approved the Skepton proposal for the Comfort Cottage in the amount of \$407,382.62. the motion carried 5 - 0

Hirshberg Mechanical Proposal - Plumbing

Mr. Tomko stated the Hirshberg Mechanical Change Order proposal for plumbing totaling \$198,899.00 for the Comfort Cottage. He asked the Boards approval.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved the change order for Hirshberg Mechanical Comfort Cottage plumbing in the amount of \$198,899.00. the motion carried 5 – 0.

Hirshberg Mechanical Proposal – Mechanical

Mr. Tomko stated that the Hirshberg Mechanical Proposal for the mechanical work at the Comfort Cottage is \$32,570.00. He ask for the Boards approval.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved the Hirshberg Mechanical proposal in the amount of \$32,570.00. The motion carried 5 – 0.

US Solutions Proposal – Electrical

Mr. Tomko stated that the US Solutions Proposal for the electrical work for the Comfort Cottage Project totals \$127,705.00. He asked the Boards approval.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved the US Solutions electrical proposal for the Comfort Cottage in the amount of \$124,705.00. The motion carried 5 – 0.

At this point in the meeting Mr. Wood excused himself from the meeting to attend a function at his child's school.

Assistant Township Manager

Nothing to Report

Township Manager

North Wales Water Authority (NWWA) – Acknowledgement

Ms. Mason stated that we have been requested by North Wales Water Authority that they are applying for a couple of DCED grants. Mr. Eaton, DTMA Executive Director, reviewed the documents and has no concerns about the two projects. The two projects being considered for funding are Pine Run Community Water System Interconnection with Ferry Road Water Main and Pine Run Water Tank Maintenance Repair & Painting. They are asking for letters from the Township acknowledging the grant applications. She asked the Boards approval to send the letters to North Wales Water Authority.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved Ms. Mason to send the letters acknowledging the grant applications to NWWA. The motion carried 4 – 0.

Ms. Dixon inquired of Ms. Mason of the safety of the tank and pipeline. She is concerned because of what is happening in Upper Makefield and if we have to worry about this in the Township. Ms. Mason indicated that the Pine Run is for water. Ms. Mason also stated that we do have the Texas Eastern Gas Line that runs through parts of Doylestown Township, it is a natural gas line, this was developed during World War II to get gas/oil from Texas to Maine to help the war effort. They do a good job letting us know when they are out and about in our community, they work with our Code Department when they do inspections or maintenance on those lines. They have a different type of fuel than the one in Upper Makefield.

Supervisors

Ms. Lyons – stated that she is going to need the Boards and Park & Recreation Departments help in developing talking points, so she can tell everybody who will be attending the concert series this summer why the bathrooms are not completed. She promised them all last summer that they would be done, and they are not going to be done.

Ms. Santacecilia – Nothing to report.

Ms. Dixon – stated that EAC attended the Doug Tallamy Event at Delaware Valley University that the EAC helped sponsor. They had a table, Ms. Schiver, EAC Chairman, Ms. Mergner, Asst. Township Manager were in attendance, everyone knows them. The Doylestown Township EAC is well regarded. It was wonderful to see people caring about native plants, the environment and Mr. Tallamy was inspiring.

Upcoming EAC Events: Arbor Day – April 26th there are events for planting, you can sign up online. EV Symposium is April 22nd at 4PM, it will be about where to put EV chargers, if you are in an apartment building or shopping center. Please come and join us, it should be a very informative event.

Bike/Hike Committee is exploring designs on a Pebble Hill Trail which would start in the Borough, it is still in the planning phase. The New Britain Road Trail will be going out to bid shortly, construction starts in the fall.

Ms. Dixon also remarked about pedestrian and bike safety, something close to her heart, she feels people need to be safe & take personal responsibility wearing light clothes, carrying a flashlight to see and been seen. There was an accident recently in Warrington at night in the rain where someone died, it was awful for all involved. We all have to be safe.

Ms. Santacecilia inquired if any conclusion has been made on the electric bikes or motorized vehicles on our trails and the safety issues. Is there anything guidance on that.

Ms. Dixon stated that there have been discussions she inquired of Chief Zeigler whether there are any updates. Chief Zeigler stated that he and Ms. Mason have met with members of the Bike/Hike Committee and discussed a proposed policy regarding electric bikes on the trails, it brought up some concerns and just clarifying information regarding size, signage and speed of these vehicles. The Bike/Hike Committee was understanding of the concerns and will be working with the police moving forward.

Ms. Herring – stated that she has received communication from constituents regarding PFAS in well water in Doylestown Township, wondering what they can do if they have a well, to make sure if they do have PFOS how to mitigate it, how to test. You can have it tested through private water testing companies, not inexpensive, there are treatments that you can do, home filtrations systems go to the DEP website for more guidance. This is certainly something we have been concerned about, we have received grants for Doylestown Township Municipal Authority (DTMA) water, which is public water. We will have more information in the future on the testing of private wells through another grant the Township received.

VI. UNFINISHED BUSINESS

None

VII. NEW BUSINESS

Land Development

Fir Line Properties Land Development Plan TP# 09-022-108

Location: 405 Edison Furlong Road

Ms. Mason stated that we have received a request from Fir Line Properties, LLC for a Plan Review extension to May 31, 2025. This is a proposed development of about 11 homes off of Edison Furlong Road.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board granted the Plan Review Extension for Fir Line Properties, LLC (405 Edison Furlong Road) to May 31, 2025. The motion carried 4 - 0

PFM Financing – General Obligation Note Series 2025 - Authorization to Proceed

Mr. Wallace, Finance Director stated that he will walk the Board through this proposed borrowing. Tonight, he is looking for the Boards approval to borrow \$2.4 million, this is an 18-month borrowing, this is needed to be a bridge loan. The grants received are not currently available for draw down to pay expenditures for the Park Improvement Projects. The information was in the Board packet for the Work Session this evening prior to the regular meeting. At this time the rates are relatively stable.

The \$2.4 million borrowing will go through the normal procedure, PFM will handle the RFP and send it out numerous banks for their proposals for this 18-month borrowing, we will have Bond Council, follow all DCED procedures. Mr. Clarke will walk us through what needs to be done as far as this borrowing is concerned. The Finance Department's goal is to get this loan and repay it back depending upon our reimbursement requests by the end of the year. There is a placeholder for \$50,000 which we can cover with reserves, this will be discussed further during the budget discussions. The Reimbursement Resolution will allow us to pay ourselves back from the bond proceeds for cost related to the project, feasibility studies, traffic studies, architect and legal fees.

Ms. Herring inquired about the news of grants being pulled back by the Federal Government, do we have any concerns, that we won't have the grant funding to be able to pay it back? Mr. Wallace stated that he believes the grants are in the pipeline at the state level, he believe any new grants that would be federally funded would have a hard time moving through the process. These RACP grants are at the state level and have been committed. He doesn't see any problems as far as that is concerned. Ms. Mason stated that we also have signed contracts with the state for the grants we have received to date.

Ms. Santacecilia inquired if by doing this it continues us on schedule with the Comfort Cottage, nothing will be held up, all will move on as swiftly as possible? Mr. Wallace stated that is correct. Ms. Dixon inquired if that is the reason we have to do this, it wouldn't have made sense to take a larger amount out in the beginning and then pay them back. Mr. Wallace stated that he believes that we received one grant for \$1 million and another grant for \$500,000, when we went to access those grants the grants were not available because of the language of the agreement. It says to access for reimbursement of expenditures we have to have the project completed. We will have all the paperwork ready to submit to RACP to the Commonwealth to submit for reimbursement so we can pay this loan back quickly.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board authorized the Administration to work with PFM Financial Advisory and all and proceed with the General Obligation Note Series 2025 to meet our money cash flow needs. Borrowing \$2.4 million and sending it out to a competitive RFP process. The motion carried 4 – 0.

ZHB

Strayline – 15 Old New Road TP#09-040-004 – Request a variance rear yard impervious surface
The application was sent to the Zoning Hearing Board without opposition by the Township.

McCarthy – 80 W. Sandy Ridge Rd – TP#09-001-009-003 – Special Exception Family Accessory Apartment

The application was sent to the Zoning Hearing Board without opposition by the Township.

Treasurers Report – April 15, 2025 On motion of Ms. Lyons, seconded by Ms. Dixon the Board approved the April 15, 2025 Treasurers Report. The motion carried 4 – 0.

Bills List – April 15, 2025 On motion of Ms. Lyons, seconded by Ms. Dixon, the Board approved the Bills List in the amount of \$1,224,466.67. The motion carried 4 – 0.

Public Comment – All Items

Jennifer Walentukonis and Amy Cosdon residents of the Colonial Heritage Community had concerns regarding a PECO transformer that went and the contractors who replaced it told her that this one will go by the middle of the summer, the reason given was they are building new homes that can't handle the antiquated lines, you can't put new with old everything needs to be upgraded. They also have concerns about the water and if it is contaminated.

Ms. Lyons stated that you are a privately owned community. We as a Township have very limited authority, except for zoning or other potentially dangerous violations, oil leaking into the ground etc. Upgrades to electrical would go through Zoning Permitting for a private community. A portion of your community is located in Doylestown Township and New Britain Borough. We have no control over any part of that community.

Ms. Mason addressed the water concern. Colonial Heritage has public water purchased from DTMA which goes through a private water distribution system. Anytime we do fire hydrant flushing or there is a shut we recommend that customers run their water for a few minutes to clean out the pipes. We had that conversation with the property owner and asked him to communicate the same with the residents. As for the concern about zoning. This area is R2A which permits a manufactured home development, previously called mobile homes, we changed the ordinance to make sure it complied with the current standards, they are in compliance. The issue with the transformer could happen anywhere, she spoke with our fire marshal this afternoon, he was on scene, he indicated that this is a PECO and property owner issue. Our Code Department can make a phone call and talk to the landlord and ask that they communicate with the homeowner in the community. Ms. Lyons stated that the township is not responsible for the infrastructure, the issue with PECO should go through the property manager. We will follow up to make sure that everything was done as it should be. The Township's authority is very limited, we can't tell the owners what to do.

Ms. Herring stated that you can always reach out to the Township, our emails are available on line, and we can follow up with you.

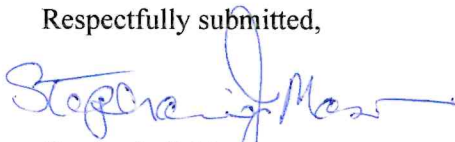
Jeff Cogshall, Doylestown Township resident expressed concerns regarding the Fir Line Properties LLC, Preliminary Land Development Plan located at 405 Edison Furlong Road. He lives next door to the property, he believes he has the longest boundary with the property. He is concerned about the wildlife disappearing. One of his concerns is that the property is alleged to have an Underground Rail Road structure that apparently collapsed when the Walkers owned the property. Some items that he as seen are required to do, he is unclear why the right of way in front is a different width than on adjacent properties, will there be a sidewalk along Edison Furlong, if so, will the trees be replaced elsewhere on the property, there has been discussion about mature and buffer trees saved elsewhere, there needs to be a survey and monitoring done to make sure they are not removed by mistake.

Ms. Lyons inquired that the plan is still in the development stage. Ms. Mason stated that yes, it is, they have received preliminary recommendations a while back from Planning, they are pending approval from the Board of Supervisors. They have received one extension, and they have received another extension of time, under the Municipal Planning Code the Township has 90 days to approve, deny or extend the review period. As of tonight, they are extended through the end of May. The Staff and our Township Planner, who is a landscape architect, have been reviewing the plans, they have concerns about the issues you raised regarding the trees, conditions for conservation easements in certain areas on the property. Disturbance of the trees is a major concern that the applicant is working to address. There are concerns from the Township engineer, solicitors' office and planner. Ms. Mason welcomed Mr. Cogshall to come to the Township Office to review the plan, she would be happy to go over them with him in detail, review the letters that are in the file, and see the level of detail from the Township Consultants, all that information will be presented to the Board of Supervisors when they come to make a presentation seeking preliminary plan approval. Ms. Lyons stated that they are not so far along that you cannot have input. Mr. Torpey, Township Engineer, added that they have requested easements for a Bike/Hike Trail extension since the property fronts Edison Furlong Road, not requiring a sidewalk, but a portion of the trail system accounted for in their design.

ADJOURNMENT

The meeting adjourned at 8:03pm

Respectfully submitted,



Stephanie J. Mason
Township Manager