



Board of Supervisors

Regular Meeting

~ Minutes ~

425 Wells Road
Doylestown, PA 18901
<http://doylestownpa.org/>

Stephanie Mason
215-348-9915

Tuesday, November 20, 2012

7:00 PM

Public Meeting Room

I. 6:30 PM EXECUTIVE SESSION

II. 7:00 PM REGULAR MEETING

The Regular Meeting of The Doylestown Township Board of Supervisors was held at 7:00 p.m., Tuesday, November 20, 2012 in the Doylestown Township Municipal Building, 425 Wells Road, Doylestown, PA. Members of the Board of Supervisors in attendance included Chairman; Barbara N. Lyons, Vice Chairman; E. Thomas Scarborough, Supervisors; Richard F. Colello, Shawn Touhill and Ryan Manion. Others in attendance included Township Manager; Stephanie J. Mason, Director of Operations; Richard E. John, Township Solicitor; Jeffrey P. Garton and Chief of Police; A. Dean Logan.

Absent: Township Engineer; Mario Canales

A. Pledge to the flag

B. Swearing In Ceremony for Police Chief A. Dean Logan and Lieutenant Matthew J. O'Connor

Matthew J. O'Connor was sworn in as Lieutenant of the Doylestown Township Police Department by Judge Mark D. Douple as his family looked on.

A. Dean Logan was sworn in as Chief of Police of the Doylestown Township Police Department by Judge Mark D. Douple as his family looked on.

Chief Logan thanked the past and present Board of Supervisors for the opportunity to take on the role of Doylestown Township Chief of Police. Chief Logan recognized all township's officers by stating they are the best in county. He then thanked former Chief of Police; Stephen J. White and the late Lt. Bucky Dunlap for providing him with many opportunities and the confidence to succeed throughout his career. Chief Logan then introduced his wife Diane and his family.

Chief Logan concluded by promising the residents the police department will continue services set forth by former Chief of Police Stephen J. White. He ensured the police will support the residents during bad and good times.

The Board of Supervisors took a brief recess to congratulate the Chief and Lieutenant.

C. Visitors/Public Comments

None

III. ANNOUNCEMENTS

A. The next meeting of the Board of Supervisors is scheduled for Tuesday, December 4, 2012

- B. Doylestown Township Municipal Building will be closed on Thursday, November 22nd and Friday, November 23rd for Thanksgiving.
- C. The Alternate Fund Development Sub Committee of the Doylestown Township Ways and Means Committee will meet on Wednesday, November 28th at 7:00 PM. The meeting will be held in the Doylestown Township Municipal Building
- D. Leaf and Yard Waste Recycling – December 15th , Central Park. 8:00AM -12:00 Noon- Doylestown Residents Only.

IV. MINUTES APPROVAL – Budget Work Session – October 24, 2012

Mr. Scarborough made a MOTION; seconded by Mr. Touhill the October 24, 2012 Doylestown Township Budget Work Session minutes be approved.

MOTION was ADOPTED 4 to 1 with Ms. Manion abstaining due to her absence.

Mr. Scarborough made a MOTION; seconded by Ms. Manion the October 16, 2012 Doylestown Township Board of Supervisors Regular Meeting minutes be approved.

MOTION was ADOPTED 5 to 0.

Mr. Scarborough made a MOTION; seconded by Mr. Touhill the October 11, 2012 Doylestown Township Budget Work Session minutes be approved.

MOTION was ADOPTED 5 to 0.

V. REPORTS**A. Solicitor**

Mr. Garton reported the Board of Supervisors met prior to tonight's meeting in Executive Session to discuss a pending real estate matter. No deliberation or discussions took place other than information provided by Mr. Garton to the Board.

B. Police Chief

No Report

C. Township Engineer

No Report

D. Manager

No Report

E. Supervisors

Mr. Touhill clarified the November 28th Alternate Fund Development meeting will be a follow up to previous meetings held. He encouraged any resident interested to attend.

Mr. Touhill then reported Kid Castle Fund Raising Campaign is in full swing and moving ahead. Most recently, a launch of the fund raising campaign is underway and two castle clean ups were completed. A recent measuring and surveying of the area was completed with positive results. Finally, as part of fund raising measures, Byers Choice will hold a special Christmas Carol on December 15th at 5:30pm. Byer's

Choice will apply portion of sales from now until December 3rd towards the Kids Castle renovations.

Mr. Scarborough wished everyone a Happy and Healthy Thanksgiving

Ms. Manion congratulated Chief Logan and Lieutenant O'Connor in their new positions. She then reported the official opening of the Route 202 Parkway will take place on December 3, 2012.

Mr. Colello questioned when the opening of the Lower State Bridge will take place. Ms. Mason reported concrete was recently poured and needs to cure for two weeks. They are anticipating a mid to late December opening of the bridge.

Mr. Colello requested the Board consider extending Public Water and Sewer Advisory committee's terms from one to three year terms to save on time and effort in sending yearly notifications. The Board agreed by consensus to have the Township Solicitor draft a resolution proposing three year terms for the Public Water and Sewer Advisory Committee for review at the December 3, 2012 Board of Supervisors Meeting.

Mrs. Lyons thanked the Township's Financial Staff and Chief Financial Officer for a great job with the 2012 / 2013 budget preparation. She then thanked the Township's Public Works Department and Administration offices on a excellent job done through Hurricane Sandy. Mrs. Lyons noted for the record on the Board's receipts of many positive feedback from residents regarding their excellent work.

Mr. John added the community is very blessed to have the employees on staff with the Public Works Department and Administration. He commended on how amazing it was to see the work performed during the course of the storm.

VI. NEW BUSINESS

A. Budget Presentation

Doylestown Township 2012 Revised Budget

Ms. Mason reported the Township's 2012 Revised Budget consists of...

- A) A remaining 10.25 mils
- B) Revenue came in at \$11,086,816.
- C) Expenses is at \$11,275,883.
- D) Fund Balance is at \$5,199,429.
- E) A small change from the original budget in the revenues of \$10,124,885 and expenses of \$10,703,592.

Mr. Scarborough made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approved the Township's 2012 Revised Budget.

MOTION was ADOPTED 5 to 0.

Doylestown Township Preliminary 2013 Budget

Ms. Mason reported after three very successful Work Budget Sessions with the Board of Supervisors, Ways & Means Committee, Township Staff and Department Heads the Doylestown Township's 2013 Preliminary Budget consists of ...

- A) No Tax Increase
- B) A remaining 10.25 mils
- C) Revenues is anticipated to be \$11,874,420

- D) Expenses of \$12,393,556.
- E) Used Reserves of \$709,478.
- F) Fund Balance anticipated to be \$4,680,295.
- G) Police salaries per contract/budget are set at 2.75%
- H) Non-uniform salary increases based upon merit is budgeted at 3%
- I) All Employees will continue to contribute to the pension plan.
- J) Non-Uniform employees will continue to contribute to the Health Plan.
- K) Health care costs increased only 3.75%
- L) The township will use \$149,700 of the Delaware Valley Health Insurance Trust Rate Stabilization Fund
- M) The township will receive a multiple plan discount of 1%
- N) Street and Traffic Light electricity will be paid from the local state liquid fuels at \$80,000
- O) Capital and other Expenditures will include road surfacing and traffic calming at \$425,000, A small backhoe purchase of \$35,000, Bike & Hike seal coating of \$20,000, two marked car leases at \$20,523, computer station upgrades at \$20,000, support of the Doylestown Dart at \$5,000 and bridge culvert evaluation at \$7800.

Mr. Garton added the Township's 2013 Preliminary Budget should be available to the public and hung for twenty (20) days before the Board can approve a final budget. The Board may adjust the budget providing no changes to the cost by 10% or more is made. No major categories of the budget can be changed by 25% or more.

Mr. Scarborough made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approved the hanging of the Doylestown Township's 2013 Preliminary Budget.

Mr. Colello commented the township had a difficult couple of years where the staff has made many sacrifices. The 2013 Preliminary budget provides a nice 3% salary increase for the staff. Also, the smoothing method utilized by the Board for the pension during the past few years is now back up to market value. The \$49,000 increase will provide a savings for residents in the future. Mr. Colello then asked any Board member consider contributing 2% towards the health benefit premiums if they decide to take a salary and health benefits.

Resident; Lee Schwarz of 189 Sunset View Drive questioned if the Board of Supervisors' salaries with health insurance are being reinstated into the 2013 Township Budget. Mr. Colello answered the budget currently has \$20,625, as per Mr. Schwarz's recommendation. Ms. Mason added Board salaries were included as a line item only with appropriate amounts, but a decision doesn't have to be made until January Reorganization meeting.

MOTION was ADOPTED 5 to 0.

B. Thompson BMW – Agreement - Lamkohl site

Mr. Garton reported one of the parcels included in the approved Thompson BMW Re-Development plan is called Lamkohl site. Currently, Thompson BMW leases the property and doesn't own it due to some potential contaminates. The financial agency which will lend the money to Thompson's for re-development is now concerned of what would happen to the approved plan if they no longer have control over the leased site. Mr. Garton then presented for Board's approval, an agreement which states if the financial agency no longer controls the Lamkohl site and if a new administration building is built on the site, Thompson BMW will reduce the number of parking spaces available for inventory. If the administration building hasn't been built, then Thompson will either reduce the size of the administration building or amount of display vehicles to provide adequate parking spaces for other uses.

Mr. Scarborough made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approved the agreement between Doylestown Township and John H. Thompson (Thompson

BMW) under the consequences should the Lamkohl site no longer be under their control.

MOTION was ADOPTED 5 to 0.

C. Eagle Scout Proclamation - Peter Hollander – Troop 59

Mrs. Lyons noted Troop 59 Boy Scout member; Peter Hollander received his Eagle Scout award on November 3, 2012 in anticipation of the proclamation approval.

Mr. Scarborough made a MOTION; seconded by Ms. Manion The Doylestown Township Board of Supervisors retroactively approve and acknowledge Troop 59 Boy Scout member; Peter Hollander received his Eagle Scout rank at the November 3, 2012 Court of Honor ceremony.

MOTION was ADOPTED

D. Zoning Hearing Board Application – Heritage Gateway Center – Request a Variance

The Board agreed by consensus to forward Heritage Gateway Center located at 1980 S. Easton Avenue, Doylestown, PA request for variance to add tenant's names to an existing sign be forwarded to the Zoning Hearing Board as per Ms. Mason's recommendation.

E. Snow Removal Equipment Rental w/ Operator Bid

Mr. John reported advertisement for snow removal bids were posted on the PennBid website and Intelligencer newspaper, with 21 invitations sent. As a result, three bids were received from the same companies which completed snow removal services for the township last year.

Mr. Scarborough made a MOTION; seconded by Mr. Touhill The Doylestown Township Board of Supervisors award the 2012 / 2013 Snow Equipment Rental bid not to exceed \$83,000.00 and as per Mr. Richard John's recommendation to:

Hartman Landscape Nursery, Inc. 3801 Stump Road, Doylestown PA 18902	Truck One at \$140.00 per hour Truck Two at \$140.00 per hour Truck Three at \$140.00 per hour
---	--

Puppy Dog Landscape Corporation 1918 Old Bethlehem Pike, Sellersville PA	Truck One at \$149.50 per hour
---	--------------------------------

Visual Technology, Inc 82 Annawanda Road, Ottsville PA 18942	Truck One at \$95.00 per hour
---	-------------------------------

MOTION was ADOPTED

F. Treasurer's Report – November 20, 2012

Mr. Scarborough made a MOTION; seconded by Ms. Manion The Doylestown Township Board of Supervisors approved the November 20, 2012 Treasurer's Report.

MOTION was ADOPTED

G. Bills List – November 20, 2012 & November 6, 2012

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approved the November 20, 2012 Bill's List in the amount of \$125,448.75.

MOTION was ADOPTED

Mr. Scarborough made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approved the November 6, 2012 Bill's List in the amount of \$52,161.11.

MOTION was ADOPTED

VII. ANNOUNCEMENTS

- A. The next meeting of the Board of Supervisors is scheduled for Tuesday, December 4, 2012
- B. Doylestown Township Municipal Building will be closed on Thursday, November 22nd and Friday, November 23rd for Thanksgiving.
- C. The Alternate Fund Development Sub Committee of the Doylestown Township Ways and Means Committee will meet on Wednesday, November 28th at 7:00 PM. The meeting will be held in the Doylestown Township Municipal Building
- D. Leaf and Yard Waste Recycling – December 15th , Central Park. 8:00AM -12:00 Noon- Doylestown Residents Only.

VIII. ADJOURNMENT

The November 20, 2012 Doylestown Township Board of Supervisors Regular Meeting was adjourned at 7:41 pm.

Respectfully submitted by

Stephanie J. Mason
Secretary