



Board of Supervisors

Reorganization

~ Minutes ~

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

Stephanie Mason
215-348-9915

Monday, January 7, 2013

5:00 PM

Public Meeting Room

I. 4:00 PM EXECUTIVE SESSION

II. 5:00 PM PUBLIC MEETING

In attendance: Member Barbara N. Lyons, Member E. Thomas Scarborough, Jr., Member Richard Colello, Member Ryan Manion, Member Shawn Touhill, Chief of Police Dean Logan, Solicitor Jeffrey Garton, Township Manager Stephanie Mason, Township Engineer Mario Canales, Director of Operations Richard John.

A. Pledge to the flag

B. Executive Session

The Board met in Executive Session, prior to the meeting to discuss personnel matters of Police and Non-Uniform.

C. Visitors/Public Comment

Environmental Advisory Council's Ornithologist; Raymond Hendrick reported in cooperation with the Pennsylvania Gaming Commission and Penn State University recently published a state wide, county by county inventory of the breeding bird status in Pennsylvania. Five years of data submitted by Mr. Hendrick came from Doylestown Township parks system and is included in the publication.

Mr. Colello requested Mr. Hendricks inform the public of his recent findings. Mr. Hendricks reported a beaver has been spotted along Neshaminy Creek near the Neamand's Trial as a welcome addition to the habitat. Mr. Hendricks concluded by stating 12 Blue Bird boxes have been installed along the bike / hike trail near New Britain and Lower State Roads.

Resident: Dave A. Bauer of 1514 Lower State Road questioned which Board of Supervisor members have elected to take a part time salary and health benefits to date. Ms. Mason responded; the data sheets have not all been collected to date.

Mr. Bauer then questioned if Mr. Touhill received two emails he sent in December regarding staffing level comparisons between Buckingham and Doylestown Township. Mr. Touhill admitted due to personal reasons, he has not read emails received during the holidays. However, offered to meet with Mr. Bauer after tonight's meeting to discuss. Mr. Bauer agreed.

D. Announcements:

1. The Board of Auditors will hold their Reorganization Meeting on Tuesday, January 8th at 8:00am
2. The next meeting of the Board of Supervisors will be held on Tuesday, January 15, 2013 at 7:00 PM in the Municipal Building
3. Christmas Tree Drop-Off - Trees can be dropped off at the New Britain Road entrance of Central Park anytime between December 26th – January 15th.

4. Consider giving the gift of life - The American Red Cross will hold a Blood Drive at the Township Building on January 25, 2013 from 2:30pm – 7:30pm. Feel free to register by contacting the Township or the Red Cross directly. Drop-ins are also welcome.

A coupon for a pound of Duncan Donut coffee will be provided for every pint of blood.

5. Citizens interested in getting Township News email alerts should join our Google group. You can do so by visiting our website doylestownpa.org and entering your email for the Google group.

E. Correspondences

1. Boards and Commissions – Resignation and Interest in Serving

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors accept Allen McQuarrie's resignation from the Traffic Advisory Board with regrets.

MOTION was ADOPTED 5 to 0

Mrs. Lyons acknowledged Ms. Jeannine Mitchell, James Plummer, James Dowling interest in becoming members with various Doylestown Township Boards and Commissions.

Ms. Mason noted the Township has not received Deb McComas's letter of interest to fill a vacancy on the Doylestown Dog Park Advisory Committee. However, has voiced an interest in joining to Ms. Kathy Brown and Parks & Recreations Director; Karen Sweeney.

2. Board of Supervisors – Acknowledgement of Benefit Option

Ms. Lyons passed on this as not everyone has provided the information.

III. REORGANIZATION

- A. Organize the Board of Supervisors for 2013

Chairperson

Acting Chairman and Secretary, Mr. Jeffrey P. Garton called the question for nominations of Chairperson to the Board of Supervisors during the calendar year 2013.

Mr. Scarborough made a MOTION to nominate *Mrs. Barbara N. Lyons* as Chairperson of the Board of Supervisors, seconded by Mr. Touhill.

Mrs. Barbara N. Lyons was elected *Chairperson* of the Doylestown Township Board of Supervisors by a 5 to 0 vote.

Mrs. Lyons thanked the Board of their vote of confidence and is proud to serve as Chairperson.

Vice - Chairman

Mrs. Lyons called the question for nominations of Vice-Chairman to the Board of Supervisors.

Mr. Touhill made a MOTION to nominate *Mr. E. Thomas Scarborough* as Vice-Chairman, seconded by Ms. Manion.

Mr. E. Thomas Scarborough was elected *Vice-Chairman* of the Doylestown Township Board of Supervisors by a 5 to 0 vote.

Public Safety Director

Mrs. Lyons called the question for nominations for Public Safety Director.

Mr. Scarborough made a MOTION to nominate *Mrs. Barbara N. Lyons* as Public Safety Director, seconded by Ms. Manion.

Mrs. Barbara N. Lyons was elected *Public Safety Director* by a 5 to 0 vote.

B. Approval of Minutes – December 18, 2012

Mr. Scarborough made a MOTION; seconded by Mr. Colello the December 18, 2012 Board of Supervisors Regular Meeting minutes be approved with the following corrections...

Under New Business \ Paragraph E: page 4 should read the Doylestown Township Board of Supervisors acknowledge receipt of the 2013 Doylestown Township Municipal Authority Budget.

MOTION was ADOPTED 5 to 0.

C. Proposed Guidelines for Supervisors, Public Meetings, and Chairperson: 2013

Ms. Manion made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors to adopt and develop in accordance with 65 Pa.C.S.A, Section 701, Sunshine Act and Robert's Rule of Order providing parliamentary procedure for the conduct of meetings.

MOTION was ADOPTED 5 to 0.

Guidelines for Supervisors:

I. Rights and Responsibilities of Members:

- Receive notice of meetings
- Attend meetings
- Make and second motions
- Be on time
- Debate motions
- Vote on motions
- Know the meaning of the question being debated
- Object when rules are violated
- Not have to suffer personal attack
- Have access to minutes of all meetings
- Receive the treasurer's report
- Receive all information available to facilitate decision making
- Stay until the end of the meeting
- Be informed
- Be attentive
- Be open-minded
- Be prepared
- Treat everyone with courtesy
- Speak openly and allow others to speak openly
- Follow the rules of debate
- Make a point concisely

- Attack issues, not people
- Insist on law and order at meetings
- Work to create dignity and decorum
- Be familiar with the basic rules of parliamentary law
- Serve as liaison to boards, committees, and commissions of the Township
- Respect the rights of others
- Abide by the final decision of the majority
- Participate in committees
- Respect the chair's opinions and rulings
- Enhance the reputation of the Township

II. Socializing

The supervisors are encouraged to congregate at various times and socialize in order to engender a spirit of cooperation and camaraderie so long as the gathering is not used for the purpose to deliberate Township business or otherwise take any official action.

III. Protocol

- A. In order to promote efficiency and not incur unnecessary fees, the Supervisors will direct questions and requests for assistance to the Township Manager and not the professional support staff.
- B. Issues and concerns from residents must first be directed to the Township Administration for resolution as soon as is practical; issues or concerns that cannot be resolved by the Administration, or otherwise requires Board consideration, must be listed as an agenda item.
- C. Issues or concerns concerning the administration of Township business must first be directed to the Township Administration for resolution as soon as is practical; issues or concerns that cannot be resolved by the Administration, or otherwise requires Board consideration, must be listed as an agenda item.
- D. Items pertaining to Township business or otherwise require Board consideration as listed in paragraphs B and C above will be added to a meeting agenda by presenting the item(s) to the Manager on or before 10:00 a.m. the Friday immediately preceding the meeting.
- E. In the absence of the chair and vice chair, the senior most members present shall preside as chair.
- F. The Board shall meet in January of each new year for reorganization at which time members may be appointed to serve as liaison to the following boards, committees, and commissions: Agricultural Security Advisory Board, Bike/Hike Committee, Doylestown Dog Park Advisory Committee, Environmental Advisory Council, Inter-municipal Liaison, Municipal Authority, Open Space/Farmland Preservation Board, Parks and Recreation , Personnel, and Administration, Planning Commission, Public Safety, Public Water & Sewer Advisory Committee, Roads and Bridges, CB Regional Aging Task Force, Telecommunications Advisory Board, Traffic Advisory Committee, and the Ways and Means Committee.

Guidelines for Public Participation in Board Meetings:

- Prior to addressing the board, all speakers should state their name and address and organizational affiliation, if any
- Questions and comments should be addressed to the entire board, not to individual members or to the chair
- Questions and comments should be confined to the specific topic under discussion
- Each speaker will limit his/her comments to two minutes
- Speakers are requested not repeat points already made by previous speakers
- It is expected that speakers will observe the commonly accepted rules of courtesy, decorum, and civility; resorting to personalities or the use of abusive, intemperate or defamatory language will be ruled out of order
- Written statements will be received by the board in lieu of, or in addition to, oral presentation
- On controversial issues, speakers for and against a given topic may be recognized alternately by the chair

Guidelines for Chairperson- Chair's Responsibilities and Duties

- Preside at all meetings of the Board of Supervisors
- Open the meeting at the specified time
- Help prepare the meeting agenda
- Make sure that there is a quorum
- Announce the business and the order in which it will be considered
- State and put motions to a vote
- Announce the results of all votes
- Conduct an orderly debate
- Apply the rules of parliamentary procedure
- Enforce the rules of decorum
- Avoid wasting time
- Make the business of the meeting run as smoothly as possible
- Declare the meeting adjourned when all business has been concluded
- Announce any known meetings of the Board of Supervisors at the beginning and end of each meeting
- Help members to follow parliamentary law
- Make sure that a motion has been made and seconded before discussion
- Encourage all members to participate freely in debate
- Consider only one main motion at a time
- Resolve each motion fully before moving on in the agenda
- Keep in mind that the person who made the motion is entitled to speak first
- Give one person the floor at a time
- Restrict debate to the motion on the floor
- Act in a tactful, fair, and polite manner
- Encourage people to identify themselves before they speak
- Check to make sure that everyone knows and understands the question being debated
- Make sure that personalities remain out of the debate
- Refer complex issues to committees for additional information beginning and end of each

meeting

- End all meetings by 10:00 p.m.

D. Designate Board's areas of responsibility for 2013

Mrs. Lyons called the question and nominated Board of Supervisor Liaison positions to the following Boards and Commissions during the 2013 calendar year, with Mr. Scarborough seconding.

Agricultural Security Advisory Board -

Mrs. Lyons nominated Mr. Shawn Touhill as liaison to the Agricultural Security Advisory Board; seconded by Mr. Scarborough.

Bike/Hike Committee

Mrs. Lyons nominated Mr. Shawn Touhill as liaison to the Bike/Hike Committee; seconded by Mr. Scarborough.

CB Regional Aging Task Force

Mrs. Lyons nominated Mr. E. Thomas Scarborough as liaison to the CB Regional Aging Task Force; seconded by Mr. Colello.

Mr. E. Thomas Scarborough was elected liaison to the CB Regional Aging Task Force by a 5 to 0 vote.

Doylestown Dog Park Advisory Commission

Mr. Scarborough nominated Mrs. Barbara N. Lyons as liaison to the Doylestown Dog Park Advisory Commission; seconded by Mr. Colello.

Mrs. Barbara N. Lyons was elected liaison to the Doylestown Dog Park Advisory Commission by a 5 to 0 vote.

Doylestown Township Municipal Authority

Mr. Touhill nominated Mr. Richard F. Colello as liaison to the Doylestown Township Municipal Authority; seconded by Ms. Manion.

Mr. Richard F. Colello was elected liaison to the Doylestown Township Municipal Authority by a 5 to 0 vote.

Environmental Advisory Committee

Mr. Touhill nominated Mr. E. Thomas Scarborough as liaison to the Environmental Advisory Committee; seconded by Mr. Colello.

Mr. E. Thomas Scarborough was elected liaison to the Environmental Advisory Committee by a 5 to 0 vote.

Open Space / Farmland Preservation Board

Mrs. Barbara N. Lyons nominated herself as liaison to the Open Space/Farmland Preservation Board; seconded by Mr. Touhill.

Mrs. Barbara N. Lyons was elected liaison to the Open Space/Farmland Preservation Board by a 5 to 0 vote.

Parks & Recreation Board

Mr. Scarborough nominated Mr. Shawn Touhill as liaison to the Parks & Recreation Board; seconded by Mr. Colello.

Mr. Shawn Touhill was elected liaison to the Parks & Recreation Board by a 5 to 0 vote.

Personnel/Administration

Mr. Scarborough nominated Mrs. Barbara N. Lyons as liaison to the Personnel/Administration Committee; seconded by Ms. Manion.

Mrs. Barbara N. Lyons was elected liaison to the Personnel/Administration Committee by a 5 to 0 vote.

Planning Commission

Mr. Scarborough nominated Mr. Richard F. Colello as liaison to the Planning Commission; seconded by Ms. Manion.

Mr. Richard F. Colello was elected liaison to the Planning Commission by a 5 to 0 vote.

Public Safety Committee

Mr. Scarborough nominated Mrs. Barbara N. Lyons as liaison to the Public Safety Committee; seconded by Mr. Colello.

Mrs. Barbara N. Lyons was elected liaison to the Public Safety Committee by a 5 to 0 vote.

Pubic Water & Sewer Advisory Commission

Mr. Scarborough nominated Mr. Richard F. Colello as liaison to the Public Water & Sewer Authority Commission; seconded by Mr. Touhill.

Mr. Richard F. Colello was elected liaison to the Public Water & Sewer Authority Commission by a 5 to 0 vote

Roads & Bridges

Mr. Touhill nominated Ms. Ryan Manion as liaison to the Roads & Bridges Committee; seconded by Mr. Scarborough.

Ms. Ryan Manion was elected liaison to the Roads & Bridges Committee by a 5 to 0 vote

Telecommunications Advisory Board

Ms. Manion nominated Mr. E. Thomas Scarborough as liaison to the Telecommunications Advisory Board; seconded by Mr. Touhill.

Mr. E. Thomas Scarborough was elected liaison to the Telecommunications Advisory Board by a 5 to 0 vote

Traffic Advisory Committee

Mr. Scarborough nominated Ms. Ryan Manion as liaison to the Traffic Advisory Committee; seconded by Mr. Touhill.

Ms. Ryan Manion was elected liaison to the Traffic Advisory Committee by a 5 to 0 vote

Ways & Means Committee

Mrs. Lyons nominated Ms. Ryan Manion as liaison to the Ways & Means Committee; seconded by Mr. Colello.

Ms. Ryan Manion was elected liaison to the Ways & Means Committee by a 5 to 0 vote

E. Township Appointments – 2013

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of

Supervisors appoint designated staff members on to positions for Doylestown Township as noted on the agenda as E1 through E23.

- | | | |
|---|----------|--|
| 1) Code Enforcement Director / Assistant Zoning Officer | | - <i>Sinclair Salisbury</i> |
| 2) Director of Operations | | - <i>Richard E. John</i> |
| 3) Director of Parks & Recreation | | - <i>Karen A. Sweeney</i> |
| 4) Finance Officer | | - <i>Kenneth Wallace</i> |
| 5) Fire Marshall | | - <i>Fredrick Schea</i> |
| 6) Parks Superintendent | | - <i>Dietrich Froehlich</i> |
| 7) Roads Superintendent | | - <i>Paul Garr</i> |
| 8) Tax Hearing Officer | | - <i>Stephanie J. Mason</i> |
| 9) Township Bike/Hike Engineer | | - <i>Chris Stanford of Baker Engineering</i> |
| 10) Township Emergency Mgmt. Coordinator | | - <i>Sinclair Salisbury</i> |
| 11) Township Engineer | | - <i>Mario Canales, P.E. of Pickering, Corts & Summerson</i> |
| 12) Township Manager | | - <i>Stephanie J. Mason</i> |
| 13) Assistant Township Manager | | - <i>Sandra Zadell</i> |
| 14) Township Planning Consultant | | - <i>Judy Stern Goldstein of Boucher & James, Inc.</i> |
| 15) Township Police Chief | | - <i>Dean A. Logan</i> |
| 16) Township Police Lieutenant | | - <i>Matthew O'Connor</i> |
| 17) Township Secretary | | - <i>Stephanie J. Mason</i> |
| 18) Township Solicitor | | - <i>Jeffrey P. Garton of Begley, Carlin & Mandio</i> |
| 19) Township Traffic Engineer | | - <i>Matthew Johnston of Pennoni & Associates</i> |
| 20) Township Treasurer | | - <i>Stephanie J. Mason</i> |
| 21) Township Zoning Officer | | - <i>Stephanie J. Mason</i> |
| 22) Twp. Open Records Officers | (Admin) | - <i>Jacqueline M. Rowand</i> |
| | (Police) | - <i>Lt. Matthew O'Connor</i> |
| 23) Water Superintendent | | - <i>Scott Miele</i> |

MOTION was ADOPTED 5 to 0.

A. Appointments to Boards and Commissions for 2013

Mr. Scarborough made a MOTION; seconded by Ms. Manion, the Doylestown Township Board of Supervisors re-appoint Jeffrey Fehr, Dr. Joshua Feldstein, Marge Kohl and Jordon Yeager to the Agriculture Security Area Advisory Council during the 2013 calendar year.

MOTION was ADOPTED 5 to 0.

Mr. Colello made a MOTION; seconded by Ms. Manion, the Doylestown Township Board of Supervisors re-appoint all current members on Doylestown Township Boards and Commissions as noted as F2 through F22 on the agenda.

CB Regional Task Force for Aging (1 year term) - 2 Appointments Needed

Roland Bender
Ernie Gash
William Lloyd
Alice Vernon

Doylestown Community Performing Arts Council (3 year term) - 2 Appointments Needed

Elaine Carlson

Doylestown Community Performing Arts Council Youth Members (1 year term)

Courtney Kauffman
Phillip Tschenik

Doylestown Dog Park Advisory Committee (3 year staggered term)

Kathy Brown
Ada Popek
Helen Neuman (at large member)
Gregory Hayes (at large member)

Doylestown Township Municipal Authority (5 year term)

E. Edward Hege

EAC / Shade Tree Commission (3 year term)

William Lloyd
Jeannine Mitchell

Environmental Advisory Council - Botanist/Ornithologist (1 year term)

Raymond Hendrick

Historic Architectural Review Board (4 year term)Open Space & Farmland Preservation Board (3 year term) - Need P&R Representative

Harold Johns (Resident Representative)

Park & Recreation Board (5 year term) - 2 Appointments NeededPlanning Commission (4 year term)

George Lowenstein

Public Water & Sewer Advisory Committee (3 Year Term) - Planning Commission Rep Needed

Joseph Delikat - 3 years
Gary Munkelt - 3 years
Joe Krumenacker - 2 years
Genevieve Querin - 3 years
Wallace Pattyson - 3 years
Joseph Van Houten - 2 years
Bill Lloyd (EAC Rep) - 1 year
Ed Harvey (DTMA Rep) - 3 years
James Plummer (1 year)
James Dowling (2 years)

Telecommunications Advisory Board (1 year)

Kurt Krause
Edgar Ebenbach
Joe Salvati

Township Arborist

Robert McMullin (Keystone Tree Expert)

Traffic Advisory Committee (3 year term) - 2 Appointments needed (VD#1 & #3)

Carol Sugars (VD#2)
Joe Salvati (VD#8)

UCC Board of Appeals (5 year term)

Joseph C. Van Houten

Vacancy Board (1 year term)

Emil Kiss, Jr.

Ways & Means Committee (3 year term)

Lee Schwarz

Brenda Bray

Zoning Hearing Board (3 year term)

Richard Gaver

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisor elect Ms. Jeannine Mitchell as a member of the EAC/ Shade Tree Commission at a term of 3 years.

MOTION was ADOPTED 5 to 0.

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisor elect Mr. James Plummer and Mr. James Dowling as members of the Public Water & Sewer Advisory Committee at a 3 year staggered term.

MOTION was ADOPTED 5 to 0.

B. Set 2013 Administrative Office Hours and Meeting Dates

Mr. Scarborough made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors set the 2013 Administrative Office Hours and monthly meeting dates for Boards, Commissions and Committees as outlined in Section F of the agenda.

Agricultural Security Advisory Committee	- Scheduled as needed
Board of Supervisors	- 1st and 3rd Tuesdays at 7:00pm
Bike and Hike Committee	- 3rd Tuesday at 8:00am
CB Regional Task Force for Aging	- 1st Friday at 9:00am
Doylestown Community Performing Arts	- 4th Wednesday at 5:30pm
Doylestown Dog Park Advisory Committee	- 1st Monday at 6:00pm
Doylestown Township Municipal Authority	- 3rd Thursday at 4:00pm
Environmental Advisory Council	- 2nd Tuesday at 7:00pm
Historical Architectural Review Board	- Scheduled at needed
Open Space and Farmland Preservation Board	- 1st Monday at 7:00pm
Park & Recreation Board	- 2nd Tuesday at 5:30pm
Planning Commission	- 4th Monday at 7:00pm
Public Water & Sewer Advisory Committee	- 3rd Thursday at 5:00pm
Telecommunications Advisory Board	- 2nd Monday at 7:00pm
Traffic Advisory Committee	- 2nd Wednesday at 7:00pm
UCC Board of Appeals	- Scheduled as needed
Vacancy Board	- Scheduled as needed
Ways & Means Committee	- 4th Wednesday at 7:00pm
Zoning Hearing Board	- 3rd Monday and 4th Thursday at 7:00pm or by

a specified advertisement

Changes in Scheduled Meetings:

JANUARY

Open Space and Farmland Preservation Board regular meetings will be held on January 14 instead of January 7 due to Reorganization Meeting.

Dog Park Advisory Committee will not meet.

MARCH

Planning Commissions regular meeting will be held on March 20 instead of March 25 (Passover)

APRIL

Dog Park Advisory Committee will not meet

MAY

Board of Supervisors regular meeting scheduled for May 21 (Primary Election Day) is cancelled

Bike & Hike regular meeting scheduled for May 21 (Primary Election Day) is cancelled

Planning Commission regular meeting scheduled will be held on May 28 instead of May 27 (Memorial Day)

JUNE

Park & Recreation Board, Performing Arts Council and Dog Park Advisory Committee will not meet

Open Space and Farmland Preservation Board regular meetings will be held on June 10 instead of June 3 (Twp. Golf Outing)

JULY

Board of Supervisors regular meeting scheduled for July 2 is cancelled

Performing Arts Council will not meet

AUGUST

Board of Supervisors regular meeting scheduled for August 6 is cancelled

Performing Arts Council and Dog Park Advisory Committee will not meet

SEPTEMBER

Board of Supervisors regular meeting scheduled for September 3 is cancelled

Open Space and Farmland Preservation Board meeting will be held on September 9 instead of September 2 (Labor Day)

Dog Park Advisory Committee regular meeting will be held on September 16 instead of September 2 (Labor Day)

OCTOBER

Telecommunication Advisory Board meeting will be held on October 7 instead of October 14 (Columbus Day)

Dog Park Advisory Committee will not meet.

NOVEMBER

Board of Supervisors regular meeting scheduled for November 5 is cancelled (Election Day)

Telecommunication Advisory Board meeting will be held on November 7 instead of November 11 (Veterans Day)

DECEMBER

Planning Commission regular meeting will be held on December 10 instead of December 23

Park and Recreation, Performing Arts Council, Dog Park Advisory Committee will not meet.

MOTION was ADOPTED 5 to 0.

Mrs. Lyons noted the Doylestown Township Administrative Hours of Operation are Monday from 7:30am until 5:30pm, Tuesday through Friday from 8:30am until 4:30pm.

C. Acceptance of Fire Police

Mr. Scarborough made a MOTION; seconded by Ms. Manion The Doylestown Township Board of Supervisors appoint the following officers to the Doylestown Township Fire Company #1 as recommended by Police Chief Dean A Logan for extra duty services.

FP 19 - Dennis D. Loux; Captain
 FP 19-1 - George Erb, 1st Lt
 FP 19-2 - Andrew McPherson; 2nd Lt
 FP 19-3 - Gian Luiso, Sgt
 FP 19-4 - Dennis Michener, Officer
 FP 19-5 - Samuel Cramer, Sr, Officer
 FP 19-6 - Mark Hamilton, Officer
 FP 19-7 - Nick Popchuk, Officer
 FP 19-8 - Peter Mills, Officer

MOTION was ADOPTED 5 to 0.

D. Designation of Depository

Mr. Scarborough made a MOTION; seconded by Ms. Manion The Doylestown Township Board of Supervisors approve the 2013 Designation of Depository of any official depository in the Commonwealth of Pennsylvania.

MOTION was ADOPTED 5 to 0.

E. Appoint Pension Committee:

Mr. Scarborough made a MOTION; seconded by Ms. Manion The Doylestown Township Board of Supervisors appoint the following members to the 2013 Pension Committee...

Uniformed Township Employee / Voting member - **Mark Wetmore**
 Non-Uniformed Township Employee / Voting member - **Joe Nerz**
 Voting member - **Board of Supervisors**
 Secretary / Non Voting member - **Stephanie J. Mason**

MOTION was ADOPTED 5 to 0.

F. Certify delegates to State Annual Convention and establish one voting delegate

Mr. Scarborough made a MOTION; seconded by Ms. Manion The Doylestown Township Board of Supervisors certify the following delegates for the State Annual Convention...

Barbara N. Lyons - Delegate
 Richard F. Colello - Delegate
 E. Thomas Scarborough - Delegate
 Ryan Manion - Delegate
 Shawn Touhill - Delegate
 Stephanie J. Mason - Delegate

MOTION was ADOPTED 5 to 0.

Mr. Colello made a MOTION; seconded by Ms. Manion to nominated Mr. E. Thomas Scarborough as the Doylestown Township Voting Delegate for the State Annual Convention.

MOTION was ADOPTED 5 to 0.

G. Resolution # 1663 – Amendment to Fee Schedule

Mr. Colello made a MOTION; seconded by Mr. Scarborough The Doylestown Township Board of Supervisors adopt Resolution #1663 Amendment to the Fee Schedule.

MOTION was ADOPTED 5 to 0.

H. Resolution #1664 – 2013 Compensation / Professional Services

Mr. Colello made a MOTION; seconded by Ms. Manion The Doylestown Township Board of Supervisors adopt Resolution #1664 authorizing payment and salaries of 2013 Professional Services.

Mrs. Lyons requested the Board consider reviewing and discuss the Township's Bike and Hike Engineer's fees which are extraordinarily disproportionate to the other professional services.

Mr. Garton noted his fees should state \$5,000.00 per quarter

Mr. Colello amended the MOTION; seconded Ms. Manion the Doylestown Township Board of Supervisors adopt Resolution #1664 authorizing payment and salaries of 2013 Professional Services and to amend the Township Solicitor; Jeffrey P. Garton's compensation to reflect \$5,000.00 per quarter. Further, the Bike and Hike Engineer's salary is to be deferred pending a conversation with Township Manager; Stephanie J. Mason regarding their fees.

MOTION was ADOPTED 5 to 0.

I. Set Current IRS Mileage Rate - effective January 1, 2013

Mr. Scarborough made a MOTION; seconded by Ms. Manion The Doylestown Township Board of Supervisors approve setting the Current IRS Mileage Rate, effective January 1, 2013 to ...

56.5 cents per mile driven for business miles driven

MOTION was ADOPTED 5 to 0.

J. Designation of Official 2013 Township Holidays

Mr. Scarborough made a MOTION; seconded by Ms. Manion The Doylestown Township Board of Supervisors designate the Official 2013 Township Holidays were the Administrative Offices will be closed...

New Year's Day	- Tuesday, January 1, 2013
Dr. Martin Luther King, Jr. Day	- Monday, January 21, 2013
Presidents' Day	- Monday, February 18, 2013
Good Friday	- Friday, March 29, 2013
Primary Election Day	- Tuesday, May 21, 2013
Memorial Day	- Monday, May 27, 2013
Independence Day	- Thursday, July 4, 2013
Labor Day	- Monday, September 2, 2013
Columbus Day	- Monday, October 14, 2013
General Election Day	- Tuesday, November 5, 2013
Veteran's Day	- Monday, November 11, 2013

Thanksgiving	- Thursday, November 28, 2013
Day After Thanksgiving	- Friday, November 29, 2013
Christmas Day	- Wednesday, December 25, 2013
New Year's Day (2014)	- Wednesday, January 1, 2014

MOTION was ADOPTED 5 to 0.

K. Police Affairs Committee

Mr. Scarborough Made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors appoint the following members to serve on the 2013 Police Affairs Committee.

Director of Public Safety - **Barbara N. Lyons**
Board Member - **E. Thomas Scarborough**
Board Member - **Ryan Manion**

MOTION was ADOPTED 5 to 0.

L. Recommend Treasurer's Bond - \$3,000,000.00

Ms. Manion Made a MOTION; seconded by Mr. Touhill The Doylestown Township Board of Supervisors recommends the Treasurer's Bond be set at \$3,000,000.00.

MOTION was ADOPTED 5 to 0.

IV. NEW BUSINESS

None

V. ANNOUNCEMENTS

VI. ADJOURNMENT

The Doylestown Township Board of Supervisors Reorganization Meeting was adjourned at 5:28pm.

Respectfully submitted by,

Stephanie J. Mason