



Board of Supervisors

Regular Meeting

~ Minutes ~

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

215-348-9915

Tuesday, July 16, 2013

7:00 PM

Public Meeting Room

I. 7:00 PM REGULAR MEETING

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.

Township staff in attendance included Township Manager; Stephanie J. Mason, Director of Operations; Richard E. John, Township Solicitor; Jeffrey P. Garton and Chief of Police; Dean A. Logan and Engineer; Mario Canales.

A. Pledge to the flag

The Board met in Executive Session, prior to the meeting to discuss matters of Real Estate and Litigation.

B. Presentations

1. PECO Green Region Grant – T. Dorand

Before presenting the Board with a \$10,000 Green Region grant for their work with environmental preservation and open space conservation, PECO representative; Ted Dorand provided a brief summary of the township's previous long standing commitment in the preservation of open space. The first grant was awarded in 2007 in the amount of \$5,000 for the Environmental Education Trail. The second grant was awarded in 2010 in the amount of \$7,500 for the Invasive Species Exception Trail in Central Park.

The Green Region Grant program was developed in 2005 at a PECO employee suggestion. Since, over 1 million dollars has been awarded to 150 grantees. At PECO's request, the Natural Lands Trust assists in providing their expertise towards selecting applicants for the environmental conservation and open space preservation grants. It's estimated by the end of 2014, PECO will have awarded approximately \$1.25 million dollars in grants to 150 municipalities. Mr. Dorand concluded by stating PECO looks forwarding in partnering with the township in future projects, such as the Summer Concert Series.

2. Social Media – E. Ebenbach, TAB Chairman

Telecommunication Board Chairman; Ed Ebenbach presented the Board with a power point presentation outlining the importance and impact social media, such as Facebook and Twitter has.

In late 2011, the TAB Board was asked to review the township benefits in social media. Upon reviewing, the TAB Board recommends the Board of Supervisors consider expanding the township services in social media. Mr. Ebenbach explained a number of reason how social media will benefit the township, such as to connect with a huge number of people who receive information through the internet, email is a passé source of communication with younger demographic and is a good way of showing the township's brand. Mainly, it's a direct source of communication when an emergency occurs.

Mr. Edbenbach concluded, the TAB Board recommends Doylestown Township implement a policy to communicate to the residents via a channel, such as Facebook and Twitter. Further, to implement as an

overall integrated communication strategy. Mr. Ebenbach continued to explain, it provides a path to residents, convenient and pervasive due to the growing popularity of smart phones and mobile devices as an additional option of communication in an emergency. It also serves as a two way communication source that invites residents to respond. Minimal cost to operate with one person taking a part of the day to operate. Staff and Board training will need to be implemented.

Assistant Township Manager; Sandra Zadell recently attended a seminar on how to monitor the site to avoid bad behavior when using the social media, such as swearing, prevention of criminal activity and money laundering. Mr. Ebenbach noted an additional policy will need to be created for Rules of the Road for township employees utilizing the site during office hours.

Mr. Scarborough made a MOTION the Doylestown Township Board of Supervisors approve the Telecommunication Board move forward with designing a policy for the Township to utilize social media, such as Facebook and Twitter.

Ms. Lyons RESCINDED the motion and requested the Township Manager first develop an administrative package stating who will be overseeing the project and provide a draft of the policy noting Board's responsibilities. Ms. Lyons stated it's the consensus of the Board that social media is a good way to go, but will need a motion to approve a policy. The Board agreed.

Public Comment: None

C. Visitors/Public Comments

Resident; Bill Lahr of 329 Bunker Hollow Road, questioned if the township monitors a retention basin located behind Thompson Car Dealerships. With the recent rains, Mr. Lahr found rain water goes around the retention basin, but does not stay in. He is concerned the retention basin is not being monitored, especially after a rain storm. Mr. Lahr spoke with Mr. John who hasn't had a chance to look into the matter.

Mr. Canales clarified, the banana berm is not a retention basin and was installed to slow down the flow of rain water off of Thompson's parking lots. Mr. Lahr then questioned the status of the retention basin located across the street from Thompson. Mr. Canales indicated that is a retention basin and currently is the responsibility of the County. Mr. Canales then suggested contacting Bucks County to inquire if they currently monitor the basins. However, new retention basin, such as along the Shelbourne and Delaware Valley College will be covered under new Act 167, which does include a stormwater management agreement where the township is able to monitor. Mr. Garton added a provision is also included that reimburses the township for costs associated with monitoring of the retention basins.

Ms. Mason offered make an inquiry with Bucks County on if monitoring is being performed.

II. ANNOUNCEMENTS

- A. The next meeting of the Doylestown Township Board of Supervisors will be held on Tuesday, August 20, 2013.
- B. Sounds of Summer Concert Series 2013 – Free Admission
 - 1. Darlingside will play at Chapman Park on July 17th at 7:00 PM
 - 2. Christopher Dean Band will play at Chapman Park on July 24th at 7:00PM
 - 3. Beach Bumz will play at Central Park on July 31st at 7:00PM

- C. Leaf and Yard Waste Recycling - Doylestown Township residents only. The Drop off Site is open every third Saturday of the month, March-December from 9 am to 11 am. Location: New Britain Road access to the back part of CENTRAL PARK.
- D. Reminder: You can purchase Discount Movie Tickets and Discount Theme Park Tickets from our Administration Offices. Please visit or call 215-348-9915 for pricing.

III. MINUTES APPROVAL: June 18, 2013

Mr. Scarborough made a MOTION; seconded by Mr. Touhill the June 18, 2013 Doylestown Township Board of Supervisors Regular meeting minutes be approve.

MOTION was ADOPTED 4 to 0 with Ms. Manion abstaining due to her absence.

IV. CORRESPONDENCES

- A. Intermunicipal Agreement between Doylestown Borough, Doylestown Twp. and
For informational purposes only, Ms. Mason reported that the Intermunicipal Agreement has been in effect for twenty five years regarding wheedling water. The Doylestown Township Municipal Authority will review the agreement at their next meeting and submit comments for Board's review.

V. REPORTS

- A. Solicitor
No Report
- B. Police Chief - Traffic Study/Engineering Study/Permit Modification- Rt. 202 @ East St. and Rt. 202 @ Rt. 313
Police Chief Logan reported on July 2, 2013 a letter was mailed to Penn Dot requesting a traffic impact study be completed for Routes 202 and 313 at the Old East State Street. No response to date.

Mrs. Lyons questioned if a phone call is warranted. Chief Logan suggested giving the matter more time for a response.
- C. Township Engineer
No Report
- D. Manager
 - 1. Chem Fab – Update
Ms. Mason reported the Chem Fab Citizen Action group met last month and will meet again in August. Monitoring wells will be installed in the open space and commons areas along Westwyk neighborhood. Piezometers will also be installed along Cooks Run to assist in monitoring any contamination discharging into the stream and the levels. Money may be available to complete some of the soil remediation, but currently awaiting confirmation.
 - 2. Emergency Hookup to Public Sewers – 4 Pine Valley Road
Ms. Mason reported an emergency hookup of a public sewer at 4 Pine Valley Road is being rectified. The resident was very appreciative on the Board's approval occurring after the June 18, 2013 Regular meeting.

Mrs. Lyons clarified a majority of the Board of Supervisors electronically approved a public sewer emergency hookup be completed. The Board must now review the approval and ratify action taken.

Mrs. Lyons made a MOTION; seconded by Mr. Scarborough the Doylestown Township Board of Supervisors ratify action taken previously that approved an emergency public water hookup for Linda Lucas of 4 Pine Valley Road through the Harvey Avenue Wastewater treatment facility.

MOTION was ADOPTED 5 to 0.

3. Celebration Fireworks Contract

Mrs. Lyons reported the previous firework company contracted to perform during the Summer Concert Series were unable to deliver. The township had to immediately locate another fireworks provider for the July 4th celebration conducted on July 7th. Three members of the Board were in attendance to approve the new contract.

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors ratify the approval of a new fireworks contract between Celebration Fireworks, Inc and the township in the amount of \$5,000.00 to perform at the July 7th Independence Day Celebration.

MOTION was ADOPTED 5 to 0.

E. Supervisors - Military Personnel Recognition Program – B. Lyons

Mrs. Lyons reported she asked Doylestown resident; Joe Krumenacker to design a proposal, in which the township staff embellished and assisted in creating the Doylestown Township Military Recognition Program. The Program is to recognize military personnel serving, retiring and going off to serve in the form of a ceremony. The program will be placed in effect, advertised and provided for Doylestown Township residents with an application process.

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve the Doylestown Township Military Personnel Recognition Program (DTMPPR).

MOTION was ADOPTED 5 to 0.

Resident; Ken Snyder of 50 Foxcroft Drive questioned how does the DTMPRP program differ from Doylestown Borough's program. Ms. Manion clarified the Travis Manion Foundation and Bucks County Commissioners provides the flags showcasing military personnel posted along the courthouse in the Borough who have been killed in service. Ms. Lyons added the township's program is to honor Doylestown Township military residents only.

Mr. Touhill reported on the well-attended Fireworks celebration and thanked all volunteers and staff for their hard work. The Park & Recreation along with a EAC representative requested a native plant demonstration garden in Central Park. The pads have been poured along with game tables and benches installed for the Game Grove. A ribbon cutting is scheduled for early fall. The life trail fitness area's pads have been poured and equipment shipped. Ribbon cutting also anticipated in the fall. The Doylestown Dog Park had a successful spring fundraiser. Four of the five decks have been built for Kids Castle. Two new slides are scheduled to be installed next week. All construction updates will be posted at www.Savekidcastle.org. The committee is exciting to announce a date for the new opening shortly.

Mr. Scarborough reported with the recent wet weather there is a growing problem with mosquitos. Mr. Scarborough suggested everyone to avoid having standing water to prevent laying of eggs and the spread of diseases.

Mr. Colello reported the Bike and Hike committee is moving along incredibly, where a year from now

most of the hiking trails will be constructed. Mr. Colello then commented with social media, the question is when will the township become involve. Many other townships have already begun the process. He added Google Alert is a good source to receive immediate news and suggested anyone interested to sign on. Mr. Colello concluded by apologizing to Mrs. Lyons for disagreeing with her recommendation to forward the Hot Air Balloon issue to the Planning Commission. The commission reviewed the issue along with Hot Air Balloon representatives that resulted in a positive outcome.

Ms. Manion commended the Ways & Means committee with their continued hard work. She then thanked Ed Ebenbach for his Social Media presentation and looks forward to implementing. Ms. Manion concluded by introducing her daughters; Maggie and Honor and her husband, Dave.

VI. PUBLIC HEARING

A. Proposed Ordinance – Defined Contribution Pension Plan for Non-Uniformed Employees hired after 1/1/2012

Mr. Garton reported the proposed Defined Contribution Pension Plan for Non-Uniformed ordinance was reviewed and unanimously recommended for advertising and adoption by the Doylestown Township Pension Committee. Based upon the recommendation, the ordinance was advertised in the Intelligencer Newspaper and a copy was provided to the Bucks County Law Library.

The ordinance will establish and define contribution retirement plan for all full-time, non-uniform township employees hired from January 1, 2012. It will also define the normal retirement date, edibility requirements, contributions, earnings, roll-overs, investing, loans, in-service distributions, retirement options, spousal protection, final pay contributions and ICMA contributions.

Public Hearing:

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve the Proposed Ordinance - Defined Contribution Pension Plan for Non-Uniformed Employees as presented by Township Solicitor; Jeffrey P. Garton.

Mrs. Lyons edified this is an opportunity and the Board's intention to reduce township's obligation with compensation of pensions through the township's employees. Mr. Garton added it will supply the township ability to budget what the obligations because it no longer relates to how much the investments will make or not make.

Public Comment: None

MOTION was ADOPTED 5 to 0.

VII. NEW BUSINESS

A. Shelbourne Health Care – Stormwater Agreements

Mr. Garton reported the Board of Supervisors previously approved applicants; Shelbourne Health Care Development Groups' Subdivision Land Development Plan application and development agreements. The applicants are now submitting a Stormwater Agreements for Board's approval. The agreement is recorded of record in which the developer and subsequent owners are obligated to maintain the stormwater facilities. The agreement grants the township the right of access to inspect and to require improvements be made or make improvements, liens on the property and charge the owner. It also obligates the property owner to pay the township to inspect the stormwater facilities at a reasonable cost.

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

Supervisors approve the Stormwater Agreement between the Township and Shelbourne Healthcare Development Group as per the recommendation of the Township Staff.

MOTION was ADOPTED 5 to 0.

B. ARLE Grant Approvals and Traffic Signal Approval

Ms. Mason reported the township received two 100% reimbursable grants from Penn Dot. The first for the installation of an adaption traffic signal control at six locations within the township in the amount of \$300,000. The second was for the update of led lighting to eight traffic signals in the amount of \$90,000. Both improvements have assisted in better traffic flow along Route 202 Parkway and will save on electrical costs.

Mr. Scarborough made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approve the Automatic Red Light Enforcement Program Project (ARLE) Grant and the Pennsylvania Department of Transportation (Penn Dot) Application for Traffic Signal Approval pertaining to Easton and Edison Furlong Roads as per the recommendation of the Township Staff.

MOTION was ADOPTED 5 to 0.

C. PENNDOT Application for Traffic Signal Approval – Easton Road & Edison-Furlong Road – See item B

D. Records Retention and Destruction Resolution

Ms. Manion made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approve Resolution #1626 Records Retention and Destruction Resolution set forth in the Municipal Records Manuel approved on December 16, 2008, updated on July 23, 2009 and destroy Board of Supervisors Regular meeting videos from May 13, 2011 through June 9, 2012.

MOTION was ADOPTED 5 to 0.

E. Zoning Hearing Board Application – Penn Color, 400 Old Dublin Pk., requests a variance

The Board agreed by consensus to forward Penn Color located at 400 Old Dublin Pike request for variance for improvements to the Zoning Hearing Board as per the recommendation of Township Manager; Stephanie J. Mason.

F. Neshaminy Greenway Trail – Proposal Supplement #2

Ms. Mason reported the proposed supplement #2 requested by Baker Engineering is to prepare all environmental permits and packaging construction consultation relating to the Neshaminy Greenway Trail project. The township has received two out of four grants anticipated to be used towards Baker Engineering's fees.

Mr. Touhill made a MOTION; seconded by Mr. Scarborough the Doylestown Township Board of Supervisors approve the Neshaminy Greenway Trail Proposed Supplement #2 in the amount of \$16,000 to have Baker Engineering move forward in assisting with environmental permits and packaging construction consulting, as per the recommendation of the Doylestown Township Bike and Hike Committee.

MOTION was ADOPTED 5 to 0.

G. Pine Run Bike/Hike Path Bucks County Easements

Mrs. Lyons reported an easement is needed to continue a trail through the Pine Run reservoir. The issue will be included on the Bucks County Commissioner's meeting scheduled for July 17th, where Mr.

Colello and Ms. Mason will be in attendance. The easements presented in the Board's packets were prepared by Bucks County. The township will receive permanent use of the path and construction easement along Pine Run. Ms. Mason added the township received a \$200,000 grant from the Pennsylvania Department of Conservation and Natural Resources (DCNR) for use towards the construction of the Bike and Hike trails.

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve the Deed of Easement (Temporary Construction Easement and Right of Way Easement per parcel) and Acquisition Agreement between the township and The County of Bucks in the amount of \$1.00, to forward two easements and one acquisition in order to grant access of a trail along the Pine Run.

MOTION was ADOPTED 5 to 0.

H. Non- Corporate Resolution – Multi-Bank Securities

Ms. Mason reported as per TD Bank the Township currently has a certificate of deposit (CD) with Multi Bank Securities, Inc used for investing. A Non-Corporate Resolution is needed to be approved for deposit and continued investing.

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve the Non-Corporate Resolution between the Township and Multi Bank Securities, Inc establishing as the holder the township's CD in the amount of \$250,000.

MOTION was ADOPTED 5 to 0.

I. Treasurers Report – July 16, 2013

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve the July 16, 2013 Treasurer's Report.

MOTION was ADOPTED 5 to 0.

J. Bills List – July 16, 2013 and July 2, 2013

Mr. Scarborough made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors approve the Bill's Lists dated July 2, 2013 in the amount of \$52,576.64 and July 16, 2013 in the amount of \$472,048.82.

MOTION was ADOPTED 5 to 0.

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C. Leaf and Yard Waste Recycling - Doylestown Township residents only. The Drop off Site is open every third Saturday of the month, March-December from 9 am to 11 am. Location: New Britain Road access to the back part of CENTRAL PARK.

- D. Reminder: You can purchase Discount Movie Tickets and Discount Theme Park Tickets from our Administration Offices. Please visit or call 215-348-9915 for pricing.

IX. ADJOURNMENT

The Doylestown Township Board of Supervisors July 16, 2013 Regular meeting was adjourned at 7:57pm.

Respectfully submitted by,

Stephanie J. Mason, Secretary