



Board of Supervisors

Regular Meeting

425 Wells Road
Doylestown, PA 18901
www.doylestownpa.org
Twitter: @DoylestownTwp
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215-348-9915

~ Minutes ~

Tuesday, March 15, 2016

7:00 PM

Public Meeting Room

I. 7:00 PM REGULAR MEETING

Members of the Board of Supervisors in attendance included Chairperson; Barbara N. Lyons, Vice Chairman; Richard F. Colello and Supervisors; Ken L. Snyder and Shawn Touhill.

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

Absent: Supervisor; Ryan Manion

A. Pledge to the flag

The Board met in Executive Session, prior to the meeting to discuss litigation and personnel matters.

B. *Presentation*

1. Community Garden – Ray Hendrick, Chairman EAC

Arborist; Ray Hendrick reported on the status of the questionnaire posted in the Township Newsletter regarding interest in the proposed Natural Garden. A total of 49 residents expressed favorable interest. The site of the proposed project has been selected and Mr. Hendrick requested Board guidance on how to move forward with the plans. He questioned if additional questionnaires are required or should quotes on equipment be received.

Mr. Touhill indicated; the project is beyond Mr. Hendrick and the Environmental Advisory Board capacity to move forward by collecting information. He then suggested a baseline be established to determine if the response received from the residents is satisfactory. Mr. Touhill then clarified the committee would like the Board's guidance if the project can be vetted internally. Mr. Hendrick added; he is unsure if the project will be economically feasible for the township to take on.

Mrs. Lyons stated if there are residents interested, they should be invited to become involved. At this point, the township is unable to take on the project. Upon a brief discussion on how the natural garden project should begin. Ms. Mason added; the site will need water, a parking area and a permit for Lower State Road from the Pennsylvania Department of Transportation (Penn Dot) for a drive way. She then suggested Mr. John and Mr. Canales meet to discuss details and provide cost for framework to access the site. Mr. Hendrick indicated interest from residents may increase during the summer and questioned if a second questionnaire should be submitted.

Resident; Sam Kolodney of Pebble Hill Road questioned how many garden plots will the proposed area sustain. Mr. Hendrick responded; the area has a total of ten acres.

Mr. Colello commented in addition to receiving costs for water and access, administration time will need to be considered and the infrastructure to build the plots. Mrs. Lyons responded, the area will

have a layout similar to the dog park as a public private community partnership with the government with a committee. She then suggested to form a group on residents interested in overseeing the project. Mr. Hendrick then requested Board permission to have any interested resident take over the project and form a committee. The Board agreed and granted Mr. Hendrick permission.

Mr. Colello questioned what are the other options for the natural garden. Mr. Hendrick answered; As per Delaware Valley University the area is planted in alfalfa, which is cut every year. The University will continue benefiting from the alfalfa by producing hay until received instructions from the Township to stop.

2. Friends of Kids Castle – Joe Salvati

Chairman of the Friends of Kid Castle Committee; Joseph Salvati requested Board approval to submit a matching grant application to apply for a grant that will fully fund a large section of the playground at Kids Castle, including a special needs section. Township participation is included in the 2016 Township budget. All facts and figures remain as submitted in 2015 with the exception of \$36,000 of donations needed to be received. The amount was reduced from \$63,000.

Mr. Snyder questioned what are the plans to raise \$36,000. Mr. Salvati answered; the committee will continue to hold fundraising events and does not anticipate any problems with raising the necessary funds. If the grant is awarded in September, the committee will have an additional three years to raise the \$36,000. He added, the committee expects to receive additional donations once the grant is publicized. Mrs. Lyons added; the annual Golf Outing is one of several events that will assist with receiving donations. Ms. Mason stated the township spoke with DCNR who informed one of the reasons the township was not awarded the grant in 2015 was due to having the \$62,000 acquired during the application process. Mrs. Lyons clarified the required application letter will state the township will guarantee the funds received from fund raising will be paid.

Mr. Colello made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors support and guarantee the balance of the funds required for the Friends of Kids Castle Committee to submit an application for the Department of Conservation and Natural Resources (DCNR) grant.

MOTION CARRIED 4 to 0.

Mr. Colello made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approved the resolution and approve the Friends of Kids Castle Committee submit an application to apply for the Department of Conservation and Natural Resources (DCNR) grant.

MOTION was ADOPTED 4 to 0.

C. Visitors/Public Comment

Resident; Ernie Gash of 15 Wilkshire Road had several questions for the Board to include, can two truck loads of yard waste be delivered at once prior to Saturday. Mr. John answered; it will be best to bring all yard and leaf waste at the clean up event scheduled for Saturday, March 19th. He then questioned; what building will the elections be held. Ms. Mason answered; the elections are scheduled to be held in the red building known as the activity center. Mr. Gash then commented on the wonderful drug prevention program hosted by Mrs. Lyons recently broadcasted on Doylestown TV.

II. ANNOUNCEMENTS

- A. The next meeting of the Board of Supervisors is scheduled for Tuesday, April 5, 2016 at 5:00 PM. The Board will be conducting the Annual Road Inspection at 3:00PM.

- B. Washington DC Cherry Blossom Trip – 4/2/16 - \$50 per person. To sign up for this trip go to our website - www.doylestownrec.com.
- C. RED CROSS SPRING BLOOD DRIVE! – Monday, April 11, 2016 - 2PM – 7PM at the Activity Center. To sign up please go to www.redcrossblood.org .
- D. Doylestown Township Community Garden Survey is available on our website www.doylestownpa.org . The Board encourages anyone interested in forming a committee to the contact the township.
- E. Movie tickets are available - \$9.50 – single tickets & \$27 – Gift Packs (2 single tickets and \$10 Gift Card for use at the concession stand).
- F. POT HOLES – To report pot holes on State roads call 1-800-FIX-ROAD. A list of all State roads in the Township can be found on our website @ www.doylestownpa.org under Departments/Roads. To report pot holes on a Twp. road call the Admin. Office 215-348-9919.
- G. Sign up for READY BUCKS – Get alerts on emergencies and weather alerts right to your phone. Go to www.buckscounty.org on the homepage scroll down to the READY BUCKS symbol, click and sign up! www.readypa.org

III. MINUTES APPROVAL: March 1, 2016

Mr. Snyder made a MOTION; seconded by Mr. Touhill the March 1, 2016 Doylestown Township Board of Supervisors Regular meeting minutes be approved with corrections as noted by Mrs. Lyons ...

Page 2 \ Section B; third paragraph - Under the Pavilion at Furlong presentation, change sentence to Mrs. Lyons stated she will not approve any stipulation until most of the development plans is completed, instead of development work.

MOTION was ADOPTED 4 to 0.

IV. CORRESPONDENCES

V. REPORTS

A. Solicitor

1. ZHB – Little Branches Pennsylvania, LLC

Mr. Garton reported on the March 3, 2016 letter received from Gavin R. Laboski, Esquire who represents Little Branches Pennsylvania, LLC. Little Branches currently has a pending application before the Zoning Hearing Board seeking relief to operate a day care center in a zoning district not permitted. Mr. Laboski is requesting Board approval to have his client be provided nine months to find an alternative location, because their zoning hearing board application will be withdrawn.

Mr. Colello made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors will not entertain an agreement with Little Branches Pennsylvania, LLC.

MOTION CARRIED 4 to 0.

- B. Police Chief

No Report

C. Township Engineer

No Report

D. Manager

1. Training Request

Mr. Touhill made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approve Fire Marshall; Rick Shea attend a forensic death investigation training with an overnight stay. The course will be held at Sam Huston State University in Huntsville, Texas from September 26th until the 30th in the amount of approximately \$1,179.00.

MOTION CARRIED 4 to 0.

E. Supervisors

Mr. Touhill reported the Environmental Advisory Committee (EAC) agreed to hold the Native Garden work & clean up and tree planting event on April 30, 2016. The Bird Walk and Arbor Day will also be held on April 30th. The native garden event will be held from 9:00am until 11:00am. The bird walk is scheduled to begin at 8:00am.

Mr. Touhill announced; any resident who believes they have a tree of significance in age or size, please submit the information to the township or Ray Hendrick. An appointment will be scheduled to measure and evaluate the tree for identification.

The Bike & Hike Committee reported significant progress with several plans scheduled for 2016.

Mr. Snyder reported upon a March 9th meeting with Ms. Mason and surrounding municipalities, Robert Fink of 911Center - Bucks County Emergency Management Center demonstrated the new Emergency Management System. Notifications can be found on Google Groups and all information is noted on the township website. He then commented on the importance on having an emergency management system in place through social media connections with residents. Mr. Snyder's hopes to have the township become 95% compliant.

VI. NEW BUSINESS

A. Township Bids

1. Equipment w/Operators rental Bid Extension for Year 3 - 2016

Mrs. Lyons questioned if the township is taking advantage of the petroleum product reduction in cost with the extension. Mr. John answered; the equipment with operators rental bid does not provide petroleum products. The service will have a limited use, because the roadway was already bid out. The contractor will complete some work along the bike and hike trail.

Mr. Snyder questioned if the township has an obligation to provide a certain amount of work. Mr. John indicated no.

Mrs. Lyons referenced the last page of the agreement stating tack coat and sealer shall be bid out by the gallon and delivered to any area in Doylestown Township and questioned if this has been completed. Mr. John answered; the tack coat will be provided by P.K. Moyer & Sons at a fixed price which is lower than what is stated on the road materials list.

Mr. Snyder made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors award *P.K. Moyer & Sons, Inc* a year three extension for equipment rental with operators and labor for the 2016 contract based on the 2014, 2015 rate schedule. The service schedule will begin on March 15, 2016 until March 14, 2017.

MOTION was ADOPTED 4 to 0.

2. Sign & Post Bid - 2016

Mr. Snyder made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors award the 2016 Sign & Post bid to the contractors listed below to supply and deliver sign and post materials beginning on April 1, 2016 until March 31, 2017.

- 1) *Chemung Supply Corporation of Elmira, New York in the amount of \$5,095.00*
- 2) *Garden State Highway Product, Inc of Vineland, NJ in the amount of \$4899.80*
- 3) *Custom Products Corporation of Jackson, MS in the amount of \$700.40*

MOTION was ADOPTED 4 to 0.

3. Sweeping Bid 2016

Mr. Snyder made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors award the 2016 Street Sweeping bid to *Reilly Sweeping, Inc of Fairless Hills, PA in the amount of \$17,815.00* for the Spring and Fall season and miscellaneous sweeping on an as needed basis by the hour at \$125.00 per unit, per hour cost.

MOTION was ADOPTED 4 to 0.

4. Road Materials Bid 2016

Further, the Board will award the 2016 Road Materials Bid to the contractors listed below for certain road materials such as stone and cold patch and based upon the recommendation of Director of Operations; Richard E. John.

- 1) *Eureka Stone Quarry, Inc in Chalfont, PA in the amount of \$26,075.00*
- 2) *Hanson Aggregates BMC, Inc in Newtown, PA in the amount of \$4,218.00*
- 3) *HEI-Way, LLC in Sarver, PA in the amount of \$5,121.60*

MOTION was ADOPTED 4 to 0.

B. Public Water and Sewer Advisory Board

As per a question from a Board member, Mr. Garton reported a request to amend the Public Water and Sewer Advisory Board resolution to note Board instead of Committee will be created. The resolution will also note the change in the number of members from 11 to 7.

Mr. Colello made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisor the Public Water and Sewer Advisory Board resolution remain noting the Committee and to change the number of members from 11 to 7 as outlined in Township Solicitor; Jeffrey P. Garton amended Resolution 1300.

MOTION was ADOPTED 4 to 0.

C. Dreger Property Survey

Laura Baird and Taylor Thompson of Heritage Conservancy addressed the Board to request \$2,500.00 to complete a second appraisal and an additional \$8,000 to \$10,000 for survey costs.

Ms. Baird explained the Heritage Conservancy met with the Board in February of 2015 requesting assistance to preserve the Dreger property located along Almshouse Road. At that time, there was no funding secured for the purchase of the conservation easement. Doylestown Township paid for the first appraisal required to provide a value of the conservation easement in the amount of \$1,900.00.

Since February, the Conservancy applied to the Bucks County Natural Areas program and the Open Space Committee of Bucks County awarded \$212,533.00, which is 50% of the appraised value for the Dreger property. However, since the property has mixed resources of natural areas of agriculture, it's challenging to locate funding at a county or state level. The land owners would like to keep the property in the family and kept preserved. To do so, they would like to donate 50% of the conservation easement property at a value of \$212,533.00. As part of the County's Natural Grant Area program, a second appraisal and a full boundary survey of the property is required. With the property having a committed funding for the property, Ms. Baird requested Board approval to partner with Heritage Conservancy and fund the required second appraisal and survey. Additionally, the owners will allow for a bike and hike path connection along the road frontage of the property at Almshouse and Lower State Road.

Mr. Garton questioned if the bike path for the easement will be a separate document in favor of the township or a reference in the conservation easement documents. Ms. Baird indicated they will work with the township on a decision. The Bucks County Natural area does require some component for public access be written in the conservation easement document.

Mrs. Lyons commented; \$1,900.00 was previously funded by the township and questioned if Delaware Valley University is contributing to the program. Ms. Baird answered; Delaware Valley University has provided a letter of support but no monetary contributions. Heritage Conservancy's President; Jeff Marshall spoke with the University's president who indicated no funding can be committed.

Resident; Ray Hendrick questioned how much acreage does the property have and how much is natural areas. Ms. Thompson answered; the total property is 20 acres and 7 acres in active agriculture with the rest of the property as woodlands and springs.

Mr. Snyder questioned how much is Heritage Conservancy contributing to the program. Ms. Baird answered; the Conservancy has committed all of their staff time at a worth of beyond \$5,000.00. As a non-profit organization, outside sources are needed to assist with funding projects or other grant funds. The Conservancy has reached out to several granting resources and due to the mixed resources of natural areas and agriculture; it has become difficult to receive support.

Ms. Mason indicated she received a quote from Township Engineer; Mario Canales for the survey required, which is along the same pricing between \$8,000 to \$10,000. Ms. Baird indicated; the Township will be a holder of the conservation easement along with Heritage Conservancy and the County of Bucks. However, the Conservancy will be the main holder and will take the responsibility of monitoring and defending the easement.

Mr. Snyder questioned what access will the residents have to the 20 acres of the property. Ms. Baird answered; only the trail easement will be accessed by residents. There is no access on agriculture properties so not to interfere with agriculture uses and natural areas. The trail access was worked out with the land owner as part of the public access required by Bucks County.

Ms. Mason questioned if the owners agreed to post proper signage indicating a preserved property. Ms. Baird answered; she does not see a problem. However, she will asked the family to confirm. Additionally, she will inquire if a second sign can be posted from the township.

Mr. Touhill questioned what will happen to the project if no support is provided. Ms. Baird answered; the project will be stalled until other funding sources can be located.

Mr. Snyder questioned if the funds will be used all at once. Ms. Baird answered; the first step is to pay for the second appraisal to justify the value of the conservation easement for an average of both appraisals. Upon an agreement of sale with the land owner, the survey will be purchased. The process will take several months and anticipated to be completed either in the Fall or the end of 2016.

Mr. Colello made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve the funding not to exceed \$10,000 for second appraisal and survey of the Dreger Property off Almshouse Road. Mr. Touhill questioned if there are any other issues they will require additional funding. Ms. Baird answered; no additional funding will be requested.

Mrs. Lyons informed; the motion on the table will only provide a total of \$10,000. Ms. Baird indicated; it may be difficult to stay within the budget, due to pricing of the survey. Mr. Canales responded; Pickeing, Corts and Summerson will work with the Conservancy on pricing of the survey.

MOTION was ADOPTED 4 to 0.

D. ICMA-RC 401 Plan

Ms. Mason explained the ICMA-RC 401 Plan is for the non-uniformed defined contribution plan and according to ICMA, every six years the Internal Revenue Service (IRS) requires through their guidelines a restatement of all the plans they have. Every municipality across the United States who has the ICMA-RC 401 Plan must restate it in order to comply with ICMA requirements.

Mr. Colello made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve the Township execute the required documents to submit a reinstatement of the Township's non-uniformed employee 401 Plan to be in compliant with the ICMA and Internal Revenue Service requirements.

MOTION was ADOPTED 4 to 0.

E. Performing Arts Series – Performers Contracts

Mr. Touhill made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors approve the 2016 Summer Concert Series contracts as listed from A through F...

A) <i>The British Invasion Tribute</i>	-	\$3,000.00
B) <i>Greaseband, Inc.</i>	-	\$2,500.00
C) <i>Robin Klinger Entertainment, LLC (The Boy Band Project)</i>	-	\$4,950.00
D) <i>Soundsational DJs</i>	-	\$300.00
E) <i>Schaefer Fireworks</i>	-	\$6,000.00
F) <i>Richard J. Eisenacher (Screen Rental)</i>	-	\$550.00

MOTION was ADOPTED 4 to 0.

F. Treasurer's Report –March 15, 2016

Mr. Touhill made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors approve the March 15, 2015 Treasurer's Report.

MOTION was ADOPTED 4 to 0.

G. Bills List –March 15, 2016

Mr. Snyder made a MOTION; seconded by Mr. Touhill the Doylestown Township Board of Supervisors approve the March 15, 2015 Bill's List in the amount of \$194,970.24.

MOTION was ADOPTED 4 to 0.

VII. ANNOUNCEMENTS

- A. The next meeting of the Board of Supervisors is scheduled for Tuesday, April 5, 2016 at 5:00 PM. The Board will be conducting the Annual Road Inspection at 3:00PM.
- B. Washington DC Cherry Blossom Trip – 4/2/16 - \$50 per person. To sign up for this trip go to our website - www.doylestownrec.com.
- C. RED CROSS SPRING BLOOD DRIVE! – Monday, April 11, 2016 - 2PM – 7PM at the Activity Center. To sign up please go to www.redcrossblood.org .
- D. Doylestown Township Community Garden Survey is available on our website www.doylestownpa.org .
The Board encourages anyone interested in forming a committee to the contact the township.
- E. Movie tickets are available - \$9.50 – single tickets & \$27 – Gift Packs (2 single tickets and \$10 Gift Card for use at the concession stand).
- F. POT HOLES – To report pot holes on State roads call 1-800-FIX-ROAD. A list of all State roads in the Township can be found on our website @ www.doylestownpa.org under Departments/Roads. To report pot holes on a Twp. road call the Admin. Office 215-348-9919.
- G. Sign up for READY BUCKS – Get alerts on emergencies and weather alerts right to your phone. Go to www.buckscounty.org on the homepage scroll down to the READY BUCKS symbol, click and sign up!
www.readypa.org

VIII. ADJOURNMENT

Hearing no further business, the Doylestown Township Board of Supervisors Regular meeting was adjourned at 8:55pm.

Respectfully submitted;

Stephanie J. Mason
Secretary