



# Board of Supervisors

## Regular Meeting

~ Minutes ~

425 Wells Road  
Doylestown, PA 18901  
[www.doylestownpa.org](http://www.doylestownpa.org)  
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215-348-9915

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Tuesday, August 21, 2018

7:00 PM

Meeting / Activity Trailer

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### I. 7:00 PM REGULAR MEETING

Members of the Board of Supervisors in attendance included Chairperson; Barbara N. Lyons, Vice Chairman; Richard F. Colello with Supervisors; Ken L. Snyder, Jennifer V. Herring and Ryan Manion (via telephone).

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

A. Pledge to the flag

B. Presentations

#### 1. Township Bicentennial Flag Selection – Winner Mike Cuomo

Mrs. Lyons introduced Doylestown Township Bicentennial Flag Selection winner; Mike Cuomo. Mr. Cuomo's flag was selected out of sixty three (63) entries. Mr. Cuomo is a Doylestown area resident and student at Bucks County Community College.

Following the principals of the contest, the flag design is comprised in basic colors of green, gold and blue. Green represents purity in nature. Blue is for pride and gold is prosperity. The oak tree symbol recognizes Doylestown as the largest oak tree producers. The wheat symbol is to acknowledge Doylestown agriculture influences and three stars for the township's place in America.

On behalf of the Doylestown Board of Supervisors and Township, Mrs. Lyons presented Mr. Cuomo with contest winnings in the amount of \$1,000. The flag will stand in the meeting room as a new addition.

#### 2. "Great Places" Central Park – David Schwartz, APA-PA Member

David Schwartz of the American Planning Association (APA) Pennsylvania Chapter presented Doylestown Township with a preview of the Great Places certificate to be received for Central Park. Central Park was chosen due to the uniqueness of Kids Castle, environmental education, greenery, natural features and the native plant gardens. Mr. Schwartz also acknowledges the Sensory Trail as a factor of the decision.

3. Pension Advisory Committee Update – Sinclair Salisbury, Chairman Pension Advisory Committee

Director of Code Enforcement and Pension Committee Chairman; Sinclair Salisbury reported; the recently revamped Committee now consist of five members of the public, who are residents of Doylestown Township. All members have a background or expertise in finance. Other members include one uniform and non-uniform members completes a total of seven members. In addition, there are two non-members as the Township Manager; Stephanie Mason, Finance Director; Ken Wallace and Board Liaison; Ken Snyder.

The Committee meetings are held on the second Monday of each month. The first meeting was in June, the committee formulated a plan to investigate the pension plan. In August, investment consultant; Debra Breed provided a background on township investments, explained investment strategies and cost involved. In September, Anderson Associates; Jim Kennedy will be invited to discuss pension backgrounds in detail. The meetings are to provide accurate information for the Board of two pension plans going forward.

4. Traffic Advisory Committee – Mark Shiner, Chairman

Traffic Advisory Committee Chairman; Mark Shiner reported; the committee mainly addresses issues with speeding, where it's becoming a major concern. Since the beginning of 2017, out of twenty three complaints received, eighteen were regarding speeding and primarily in the Pebble Hill area. However, only a small number of speeding incidents exceeds the enforceable limit.

The Committee has several traffic calming actions planned as reviewing and updating the Traffic Calming Brochure (TCB) for residents. Update and utilize resident surveys. The survey is two pages with approximately ten questions related to clarification of speeding issues and where located. With posted speed limit signage not affecting local drivers from speeding, the Committee recommends striping Spring Valley Road and creating shoulder sections along the wider areas. It may also suggest a walking trail in the future for additional pedestrian safety. The next step will be to conduct a traffic calming study using the survey. Other options will also be studied to reduce speed, such as speed humps or tables.

Mr. Snyder requested clarification on the survey process. Mr. Shiner answered; the committee follows a flow chart listing items, which need to be completed. If 70% of resident support is received, potential traffic calming solutions will follow. Solutions are coordinated between the Committee, engineers and township. However, 70% of support is not easy to achieve due to snow removal and noise from speed tables.

Ms. Herring questioned; with Cherry Lane, do motorist continue to drive ten miles above the 35 mile per hour speed limit. Mr. Shiner answered; the motorists are traveling at approximately 40 miles per hour. Chief Logan added; upon reviewing approximately 20 months of data collected for Cherry Lane and Spring Valley Road, changing the speed for local motorist utilizing local roads is not affective. The speeds are set based upon running distance of a highway. Speed limits will affect the occasional motorist and will not change the habits of a local driver. Since January of 2017, 225 man hours were spent trying to reduce speeds on Cherry Lane and

enforcement is not working. Other alternatives traffic calming measures need to be considered with additional funds utilized and Board consensus.

Upon Mr. Snyder's question on what would the Board like to have included with traffic calming actions, Mrs. Lyons suggested posting a digital signing notifying when a vehicle is speeding.

The Board of Supervisors agreed by consensus to approve striping be installed along Spring Valley Road to assist with traffic calming issues.

C. Visitors/Public Comments

Resident; Al Clark presented the Board with a homemade plaque listing members of the Bicentennial Committee. For a more personal touch, Mr. Clark listed the names of each member as an autograph in their handwriting.

**II. ANNOUNCEMENTS**

- A. The next meeting of the Doylestown Township Board of Supervisors will be held on Tuesday, September 18, 2018 at 4:00PM.
- B. Doylestown Township Budget Work Session will be held on Tuesday, September 18, 2018 at 2:00PM.
- C. The Doylestown Township Administration Offices will be closed on Monday, September 3, 2018 in observance of Labor Day. Remember – Schools are back in session on Tuesday, September 4th. Be careful driving.
- D. Thompson Performing Arts Concert Series – All concerts will be performed at the Covenant Bank Amphitheater in Central Park– Events will start at 7:00PM unless noted otherwise.
- E. Fido Float at Fanny – Sept. 8th @ Fanny Chapman. For information, rules and registration visit
- F. Bicentennial Celebration
1. Bicentennial memorabilia for sale: Mercer Tiles - \$20, T-Shirts - \$10, Commemorative Bricks - \$10, Hats - \$18, and Park Trees - \$200
  2. Time Capsule Dedication – Contributions accepted until October 15, 2018
  3. Veterans Day Luncheon – Sunday, November 11, 2018, 1:00PM – 3:00PM, Central Bucks Senior Center, 700 Shady Retreat Road, Doylestown.
- G. 2018 Discount Park Tickets are available for purchase, please contact the Administration Office

- H. Leaf and Yard Waste Recycling – the 3rd Saturday of each month from 9AM – 11AM – Drop off site is located at the New Britain Rd. entrance of Central Park. Please visit our website for more information.

**III. MINUTES APPROVAL: Regular Meeting: July 17, 2018**

Ms. Herring made a MOTION; seconded by Mr. Snyder the July 17, 2018 Doylestown Township Board of Supervisors Regular meeting minutes be approved with the following corrections as noted by Mr. Colello.

Under Supervisor's comments; correct name spelling of the new and previous member of the Vacancy Board.

MOTION was ADOPTED 5 to 0.

**IV. CORRESPONDENCES**

A. Request Waiver of Fees - CB Cares – Pumpkinfest – 10/21/18

Mr. Snyder made a MOTION; seconded by Ms. Manion the Doylestown Township Board of Supervisors waive fees as requested by CB Cares Educational Foundation (CBCEF) to host the annual Pumpkinfest on Sunday, October 21, 2018 in the amount of \$200.00.

MOTION CARRIED 4 -0-1 with Mrs. Lyons abstaining due to her position on the CB Cares Educational Foundation Board.

**V. REPORTS**

A. Solicitor

B. Police Chief

C. Township Engineer

D. Director of Operations

Pennoni - Kids Castle Engineering Proposal

Mr. Tomko reported; Pennoni & Associates donated twenty five hours of engineering time. However, the planning stage will require additional time.

Ms. Manion made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approve the execution of a proposal submitted by Pennoni & Associates to complete the Site Civil plans for Kids Castle project in the amount of \$6,000.

Mr. Snyder questioned; how does the design work completed differ from previous ones. Mr. Tomko answered; the most recent design was a partial grading plan to include construction

details, schedule and cost estimates. The current plan scope grew from a grading plan and the township staff does not have the capability to create designs and improve with stamped plans. Mr. Snyder questioned if the overall scope of the plan grew and where will the funds come from. Mr. Tomko indicated the overall scope did not grow and funds will be received through matching funds the township will provide as part of the grant. The township will withdraw from the General Fund.

Ms. Herring referenced the agreement noting topographical required outside the wooden slot fence outside for further evaluation and detailing. She then questioned; if more work needs to be completed. Mr. Tomko indicated; yes and the survey will be completed by Shaheed A. Smith Geospatial, LLC, who donated services and continue as part of the scope.

MOTION CARRIED 5 to 0.

#### ETI Request for Change order - Doylestown Municipal Complex

Mr. Snyder made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approve Electri-Tech Change Order Proposal #s 1, 2, 2A, 2B and 3 as noted on JD Bravo Company's letter dated August 15, 2018 in the amount of \$48,215.00 (Exhibit A).

MOTION was ADOPTED 5 to 0.

#### 2018 Traffic Signal Maintenance Contract - Award Recommendation

Mr. Tomko reported on an error in the amount of the 2018 Traffic Signal Maintenance Contract award during the July 2018 Board meeting.

Mr. Colello made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors award Armour & Sons Electric, Inc of Langhorne, PA as one year contract for the 2018-2019 Traffic Signal Maintenance in the corrected amount of \$6,450.00.

MOTION was ADOPTED 5 to 0.

#### RoadBotics - Road Analysis Proposal

Mr. Snyder made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approve the proposal submitted by RoadBotics, Inc of Pittsburg, PA to evaluate the 77 miles of Township owned roads in the amount of \$5,775.00.

MOTION was ADOPTED 5 to 0

#### 2018 Tree Pruning and Takedown - Change Order #1 & 2

Mr. Tomko reported; the first change order was submitted by Jimmy's Tree & Landscape Contractors in the amount of \$1,550.00 to remove a dead elm tree along open space at 66 Radcliff Drive. The second change order in the amount of \$7,990.00 was trim, cutback and

clear areas for future traffic signs and lights required by the state. In addition, to remove two trees at Turk Park I and 65 Quarry Road.

Mr. Colello made a MOTION; seconded by Ms. Herring the Doylestown Township Board of Supervisors approve change orders #1 and 2 submitted by Jimmy's Tree & Landscape Contractors in the amount of \$9,540.

MOTION was ADOPTED 5 to 0.

E. Manager

Ms. Mason reported; as per Mr. Snyder's recommendation, the Township created a policy addressing long and short term use of funds for large projects, develop thresholds, set forth implementations and rules to follow for Board's consideration. The criteria and funding sources outlined addresses items less than fifteen thousand dollars (\$15,000). It will also show how they will be expensed over their useful life and items over fifteen thousand dollars. The policy will also include examples on how the policy can be implemented.

Ms. Herring referenced the township's financial statement for 2017 recorded as anything over fifteen thousand dollars will be depreciated and anything over two years. She questioned if the township is looking to change that policy to five years. Finance Director; Kenneth Wallace answered; the policy for the fifteen thousand dollars remains intact. The finance department's goal was to create a living and breathing document as per Mr. Snyder's recommendation. The policy will slightly change, but the threshold will remain the same as far as the fifteen thousand dollars. The document will become a framework to incorporate and disburse resources. It will also be associated with the Board of Supervisor's' vision in moving forward with the township.

Mrs. Lyons questioned; how will the policy assist the finance department's duties. Mr. Wallace answered; the finance department currently and in the past has used the practice. The change will enable the policy to be placed in words that can be utilized in disbursing large projects and funding sources.

Ms. Herring questioned if the finance department consulted with a CPA firm or auditors. Mr. Wallace answered; upon reviewing the financial statements, the department realized the use of the years were narrow than noted in the Management Discussions and Analysis (MD&A) report. Ms. Herring commented; the newly created policy will be noted as a change in the Township's financial statement. Mr. Wallace responded; the finance department has an exhausted schedule for the township and the Authority showing all assets and how they are depreciated. With the years used for depreciation, the information is provided to auditors every year.

Mr. Snyder made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approve the proposed Doylestown Township Financial Policy for Project Expense Accounting and Funding Sources with comments.

Mr. Colello noted the Admin Ancillary item in the amount of \$13,306 is below the threshold. Mr. Wallace answered; the item is an example the township can use as far as the funding sources is concerned. The item will be funded out from the Capital Reserve.

Ms. Herring suggested the proposed policy first be reviewed by the township auditors. Mrs. Lyons responded; the policy can be reviewed after Board approval.

MOTION was ADOPTED 5 to 0.

F. Supervisors

Mr. Colello commented; information included in the Board's packet from each department is useful. However, he suggested limiting the materials to only pertinent information.

The Doylestown Township Municipal Authority (DTMA) is in the process of completing the Furlong project. Certain cosmetic clean up items remain and billing will be ready within a month's time. For the sewer project, milling machines have arrived along the Pebble Ridge area.

Ms. Herring reported; the Park & Recreations and Ways & Means joint committees related to the new, proposed community building met to discuss financing options. The meetings are moving along, where the Ways & Means Committee are reviewing the financial aspects. Reports should be ready for Board approval within the next few months.

The Environmental Advisory Council (EAC) announced there is only three days left before the 200 Tree promotion will end. Trees for the Bicentennial celebration can be purchased through the Township's website at [www.doylestownpa.org](http://www.doylestownpa.org). To date, 105 1/2 trees have been purchased. Oak trees are for sale until Friday, August 25th. Ms. Mason added that 100 Maple Trees were donated by Bucks Beautiful. Maintenance Day is also scheduled for August 25th at the Native Plant Garden. Any resident interested can arrive at 9:00am and will run until 11:00am. The EAC are also viewing different ordinances and schedule to attend a future Board meeting to present a report.

Mrs. Lyons reported; the annual Golf outing was successful and well attended. Proceeds will assist the Doylestown Performing Arts Program. Kutz Elementary School celebrated Doylestown Township's Bicentennial with a Happy Birthday video. The video won a county wide award and submitted for a state wide award. The video is available to view on YouTube and the Township's website.

**VI. PUBLIC HEARING**

A. Proposed Fireworks Ordinance

Mr. Garton reported; the Proposed Fireworks Zoning Ordinance will allow for the sale of fireworks in the limited industrial zone subject to various conditions. The ordinance will also allow the township to regulate the sale of fireworks and not the utilization. A draft ordinance was prepared by the Bucks County Planning Commission and Doylestown Planning Commission, who noted some minor changes. The changes have been incorporated, duly advertised and submitted for Board's consideration upon a public hearing.

Mrs. Lyons opened for the floor for public comment.

Mr. Colello questioned what is the difference of the comments under Sections 175.16 versus 175.84. Mr. Garton answered; the comments were referring back to the criteria of conditional uses. Instead of repeating the township's current criteria for conditional uses, the criteria was incorporated into the ordinance related to the sale of fireworks.

Mr. Colello made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors adopt the Proposed Fireworks Ordinance relating to the sales of fireworks and not the utilization.

MOTION was ADOPTED 5 to 0.

#### Proposed Fireworks Ordinance - Regulating Use

Mr. Garton reported; at a previous meeting regarding the excessive use of fireworks creating issues for some residents, the Board directed the Township Manager to research regulating the use of fireworks. Mr. Garton then requested Board direction.

Upon Mrs. Lyons comment regarding the nuisance of lingering fireworks throughout the evening, Mr. Garton explained; fireworks may be regulated based upon time of the day and days of the year. Ms. Mason added; upon Board consideration, Mr. Garton can prepare a standalone ordinance that regulates the use of consumer fireworks on properties within the township. Violations of the ordinance would be enforced by the police department, where a section for reasonable fines will be included. Ms. Mason suggested restrictions on days when consumer fireworks may be utilized be New Year's Eve to January 1st, Chinese New Year (between January and February), Memorial Day, July 4th, Christmas Eve or Christmas Day. Hours of use can be restricted as between 5:00pm and 10:00pm with a duration of ten minutes, except for New Year's Eve and day. The hours will then be limited to 11:45pm until 12:15am with a ten minute duration. Additionally, each property within the township will be restricted to discharging fireworks at one time per day only on the days identified.

Ms. Manion commented; the ordinance may be very difficult to enforce and questioned what are the regulations for personal events, such as weddings. Should residents apply for a special permit to receive authorization to discharge fireworks. Mr. Garton responded; the point makes sense, due to the difficulty in covering all religious holidays. It will be appropriate to have a process in place to have residents submit an application with nominal fees attached. Mr. Snyder commented; the resident applying for the permit to discharge fireworks is not necessary the person to control and may not solve the issue.

Mr. Garton suggested the Board take some time to review the concept outlined in detail before making a decision. Ms. Mason indicated; with having residents complete an application and notifying the township, it will provide a record of each event and address possible complaints accordingly.

#### B. Tradesville Zoning Ordinance (Bray/Long/Schmidt)



Mr. Garton reported; in the late winter of 2014, developers; Toll Brothers approached the Township to discuss creating a lot averaging subdivision for the Bray property located along the intersection of Lower State and Bristol Roads. The site was proposed as 26 single unit family dwellings. In late 2015, Toll Brothers entered into an agreement with The Brays and owners of the Long Tract. This increases the acreage of the site to 51.7. Upon conversations regarding street frontage improvements and water, public sewer to the site, Toll Brothers suggested to save on costs and have water be connected from Warrington Township. Also in 2015, the Doylestown Township Planning Commission reviewed sketch plans noting 41 lots and conducted a site tour.

During the same time period, the Township was moving forward with the Pebble Ridge, Woodbridge public sewer connection project. The completion of the project would have been instrumental in providing a method means to have Tolls Brothers gain access for the two properties. In 2016, conversations continues regarding having Toll Brothers facilitating public sewer to the site and how it will impact the Pebble Ridge \ Woodbridge project. In 2017, Tolls Brothers entered into an agreement with the Schmidt Tract, which further increase acreage to 1.17, totaling 53.66. Tolls Brothers requested if any density improvements will be available, a contribution to the cost of the Pebble Ridge \ Woodridge project will be provided. Upon creating a proposal as per the suggestion of the Township, a draft ordinance was submitted by Toll Brothers. In addition, several meetings were conducted with the Doylestown Township Planning Commission and staff. As a result, a development plan was recommended for Board approval by the Planning Commission.

If the ordinance is adopted, it will establish Tradesville Public Improvement Overlay District consisting of four parcels. One of the purposes will be to contribute towards the cost of public sewer connection for the Pebble Ridge \ Woodridge community and to the proposed site. If the ordinance is adopted, it will allow within the overlay district, single family attached dwellings (townhomes) at an increase density of three dwelling units per acre. It will also be subject to various lots and minimums that require 40% open space to the base site area, imperious surface restrictions and maximum length of buildings. Architectural renderings will be submitted as part of final plan. Units can be either condominiums or fee ownership units as all town houses.

The ordinance would provide the site be connected to public water provided through the Doylestown Township Municipal Authority (DTMA). Public sewer will be provided through the Bucks County Water and Sewer Authority (BCWSA). Environmental requirements consist of a slight limitation restriction on the riparian buffer for storm water management at up to 15%. At the issuance of each building permit, the developer will contribute \$27,600 per unit for offsite sanitary sewer cost.

The Board previously authorized advertisement and completed with appropriate notices in The Intelligencer and the Bucks County Law Library. Copies were also forwarded to the Doylestown Township Planning Commission and Bucks County Planning Commission, where comments and recommendation of approval was received by both. As an additional note, the property was posted appropriately in accordance with the Municipalities Planning Code (MPC).

Mrs. Lyons opened for the floor for public hearing.

Mrs. Lyons referenced page three of the ordinance and questioned if the \$27,600 impact fee is per the sale of each of the developers units. Mr. Garton clarified; the impact fee is per each building permit. Mrs. Lyons questioned if the impact fee will offset the cost towards the residents of Pebble Ridge \ Woodridge or a cash fund. Mr. Garton answered; the fee is external to Tolls Brother's project and the fee will go towards the infrastructure improvements as far as Pebble Ridge and Woodridge. Mrs. Lyons questioned if the effect for the use is known. Mr. Garton answered; if the number of units are multiplied by the total amount, it will result in approximately \$15,000 +/-reduction in cost for each homeowner among the 252 homes affected. Mrs. Lyons questioned; with the intense development, it provides a large amount of green space. Mr. Garton indicated yes and the site will be aged targeted.

Mr. Colello made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors adopt the Tradesville Zoning Ordinance with comments.

Mr. Colello questioned if the Board had comments towards the addition of the Doylestown Planning Commission's verbiage concerning entrance drives. Originally, it was in lieu of providing two separate entrances. The Bucks County Planning Commission suggested the ordinance be revised to state proposals will be reviewed on a case by case basis by the Township Engineer and Emergency Service Department to determine whether one or two primary entrances to the site are required. Mr. Garton responded; if an extra entrance is required, it will reduce the number of units by a good amount. Mr. Colello indicated; the statement is for clarity for one entrance and one fire entrance that the township should view on a case by case basis for future developments. The Board agreed.

Resident: Daniel Geraghty questioned how much will Pebble Ridge residents pay in hook up costs. Ms. Mason answered; at this point the assessment in the Pebble Ridge \ Woodridge area is \$34,000.00 to place the line in the street. Should the new development occur, approximately \$15,000+/- may be deducted.

Resident: Christopher Boyd of 3267 Hillside Drive in Warrington questioned with an additional 137 homes proposed to be built, what are the plans for traffic control.

Resident: Lea Harvey also voiced her concerns on traffic control, especially when school is in session. She then questioned where will the entrances and exits be placed in the new development. Mr. Colello answered; as part of the land development process, a traffic study will be conducted to address many concerns. Mrs. Lyons added; traffic is a major issue and affects residents near the new development. As the development process moves forward, all traffic concerns will be considered. Increase traffic cannot be solved, but the township can mitigate them. The development is providing a large benefit for the residents who already live here, which the township has to consider as well.

Mr. Snyder questioned; how is a non-resident informed of the development process. Ms. Mason answered; all information and status reports are posted on the township's website via [www.doylestownpa.org](http://www.doylestownpa.org). The Planning Commission meets every fourth Monday of the month

at 7:00pm in the municipal building. Any person can also contact the Administrative offices to receive an agenda of the meetings. In addition, Warrington Township officials are aware of the development and attended a previous Planning Commission meeting.

Mr. Garton suggested to amend the Tradesville Zoning Ordinance to be consistent with Mr. Colello's comments. Mr. Colello made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors adopt the Tradesville Zoning Overlay District Ordinance and have Mr. Colello amend the Ordinance with the Doylestown Planning Commission's verbiage concerning entrance drives.

MOTION was ADOPTED 5 to 0.

## VII. UNFINISHED BUSINESS

### A. Request Amendment to Code re: Bamboo

Mrs. Lyons reported the Environmental Advisory Board (EAC) recommended the ordinance not be changed and clumping bamboo will cause harm to the township. Ms. Mason added; Township Planning Consultant; Judy Stern Goldstein concurred indicating not all clumping bamboo has the same characteristics and growth. However retaining the ban is important.

## VIII. NEW BUSINESS

### A. Request to Hook Up to Public Sewers – 199 Iron Hill Road

Ms. Herring made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors approve William and Eileen Laphen of 199 Iron Hill Road (tax parcel 09-001-003) request for a sewer connection onto the Harvey Avenue Wastewater Treatment Plant.

MOTION CARRIED 5 to 0.

### B. Shady Retreat Safe Route to School Trail – Proposal for Environmental Clearance, Preliminary & Final Design Plan

Bike & Hike Chairman; Thomas Kelso requested Board approval of Michael Baker International proposal to complete technical scope of work in the amount of \$230,000.00. The scope of work is to include all design, permitting and seeking approvals for the Shady Retreat Safe Route to School Trail.

The project is primarily funded by a Transportation Alternative Project (TAP) grant under the safe routes to school program. The grant will cover 100% of the construction work. However, the township will be responsible for payment of the design, permitting and approvals as a match.

The Shady Retreat Safe Route to School Trail is a significant piece of the trail program, which the connection will lead to several units to the overall trail program. The trail is 1.1 mile and will run through a complex area. Additionally, Michael Baker International, LLC recently revised their proposal due to issues with the design of ADA ramps. Midblocks will also be

reviewed for intersections and crossings for alternatives. They will also be reviewing site distances and traffic signals and included into the scope.

Mrs. Lyons indicated a portion of the payment for the project is expected in 2018, 2019 and late 2020. Mr. Kelso responded; the scope is not expected to be completed until the year 2020. Ms. Mason added; all work needs to be completed in August of 2020 in order go out to bid that fall.

Mr. Colello made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors authorize Michael Baker International, LLC proposal to prepare the scope of work in the amount of \$230,000.00 for the Shady Retreat Safe Route to School Trail.

MOTION CARRIED 5 to 0.

C. 2019 Financial Requirement and Minimum Municipal Obligations

The Doylestown Township Board of Supervisors acknowledge receipt of the 2019 Financial Requirement and Minimum Municipal Obligations in the amount of \$530,368 for the Uniform Pension Plan, \$428,318 for the Non-Uniform Pension Plan and \$46,650 for Non-Uniform Defined Contribution.

D. Records Retention and Disposition

Ms. Herring made a MOTION; seconded by Mr. Snyder the Doylestown Township Board of Supervisors adopt the Resolution #1626 and follow the schedules and procedures for the deposition of records as set forth in the Municipal Records Manual approved on December 16 2008, updated on July 23, 2009 noted on the agenda (Exhibit B).

Mr. Snyder suggested prior to moving into the new building, all older materials be disposed of.

MOTION was ADOPTED 5 to 0.

E. Burke Tract Preliminary Final Land Development – Review Extension

Mr. Snyder made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approve Mr. Edward F. Murphy request for an extension for the Burke Tract Preliminary Final Land Development until October 5, 2018 to advertise the conditional use component.

MOTION CARRIED 5 to 0.

F. Zoning Hearing Board

1. S. Zawadski, 754 Edison Furlong Rd. – Request Special Exception

Ms. Mason reported; the request for special exception is for a cell tower. With considering of the new ordinance for wireless communications and discussions with the Township Solicitor and Planning Consultant, the Zoning Hearing Board can utilize the ordinance as written to evaluate the application.

Ms. Mason recommends Stan Zawadski of 408 Creek Road in Pipersville application for Special Exception to install a cell tower be left to our Zoning Hearing Board.

The Board of Supervisors concurred.

2. D. Fox, 110 Cherry Lane – Request Variance

Ms. Mason recommends the Solicitor attend the Zoning Hearing Board meeting pertaining to Ms. Deborah Fox at 110 Cherry Lane application for a variance due to additional imperious surface added to the site without permits.

The Doylestown Township Board of Supervisors agreed by consensus to send the Solicitor in opposition to the hearing for Fox.

G. Treasurers Report – August 21, 2018

Mr. Snyder made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approve the August 21, 2018 Treasurer's report.

MOTION was ADOPTED 5 to 0.

H. Bills List –August 21, 2018

Mr. Snyder made a MOTION; seconded by Mr. Colello the Doylestown Township Board of Supervisors approve the August 21, 2018 Bill's List in the amount of \$524,760.59

MOTION was ADOPTED 5 to 0.

**IX. ANNOUNCEMENTS**

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- G. 2018 Discount Park Tickets are available for purchase, please contact the Administration Office
- H. Leaf and Yard Waste Recycling – the 3rd Saturday of each month from 9AM – 11AM – Drop off site is located at the New Britain Rd. entrance of Central Park. Please visit our website for more information.

**X. ADJOURNMENT**

Hearing no further business, the August 21, 2018 Doylestown Township Board of Supervisors Regular meeting was adjourned at 8:43pm.

Respectfully submitted by,

Stephanie J. Mason  
Secretary