



# Board of Supervisors

## Regular Meeting

~ Minutes~

425 Wells Road  
Doylestown, PA 18901  
<http://doylestownpa.org/>  
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215-348-9915

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**Tuesday, November 16, 2021**

**7:00 PM**

**Community Meeting Room**

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Members of the Board of Supervisors in attendance included Barbara N. Lyons, Chairman; Ryan Manion, Vice Chairperson; Jennifer Herring, Nancy Santacecilia, and Dan Wood.

Township Staff in attendance included Stephanie Mason, Township Manager; Dave Tomko, Director of Operations; Jeffrey Garton, Township Solicitor; Dean Logan, Chief of Police and Sean Torpey Township Engineer,

Ms. Lyons reported the Board held an executive session, regarding personnel and real estate matters before this meeting.

### **I. 7:00 PM REGULAR MEETING**

A. Pledge to the flag

B. Visitors/Public Comments

Mr. Senavaitis, President Central Bucks Education Association, and teacher notified the Board that Ms. Santacecilia was identified as distributing propaganda to educators and staff through the school mail system in early October. He noted she has resigned from CB Cares Educational Foundation. He noted people in the workplace felt uncomfortable and noted the contents of the flyer are similar to a posted video. He stated she is part of a group actively working to drive a wedge between staff and the community. He noted staff and organizations who received the flyer are owed an apology by Ms. Santacecilia.

Mr. Molenari, resident and teacher, stated to the board it is heartbreaking that a board member chose to distribute the flyers. He noted he received the propaganda flyer in his mailbox at school. He asked why and noted he is there for the greater good. Ms. Lyons noted the public may not address a specific board member when commenting. Mr. Molenari stated the board member trespassed and committed a theft of service. He stated they have done everything possible to safely teach children in person. He stated that earlier that day a school in the district was in lockdown due to a threat. He stated it is not what good people do and it is time to speak up. He stated it is not about politics and asked to do better. He asked Ms. Santacecilia for her resignation.

Ms. Lyons clarified the Board of Supervisors rules on how public comment should be displayed when speaking to the Board.

Ms. Smith stated she is present based on the misuse of the interoffice mail system to send an offensive mailer by a supervisor. She stated she is not representing her position as a CBSD Board Member. She noted she was angry by the actions due to the public resources used. She noted she was stunned to learn it was Ms. Santacecilia. She noted those who received the mailer should receive an apology and the Township deserves a resignation.

Mr. Gillen, resident, stated his daughters attended central bucks school district and he is a bus driver as well as being a member of the Transportation Association. He inquired if there is a code of conduct for the Supervisors as the actions taken were deceptive and deceitful. He stated if the specific Supervisor did break the law they should resign.

Ms. Wier, resident of Ferry Road, stated the activity that occurred does not represent the community or the diversity they are fighting for. She stated it breaks the rules asked by residents to follow. She noted she supports Ms. Pray and the Rainbow Room, stating they will fight for it to remain.

Ms. Drier, support staff nurse and resident of Chalfont, stated she was infuriated by the particular Supervisor's actions. She noted she did not receive the flyer at work but to her house based on her union position. She stated the Supervisor dropped off the flyers and her staff had to distribute the flyers, causing stress and anxiety for a political movement. She requested an apology and resignation.

Ms. Pray, Founder and Director of The Rainbow Room, resident, and parent, explained the Rainbow Room saves lives of vulnerable youth and children. She stated the NAACP, noted in the flyer, is a historic and essential organization. She directed the words shame on you towards Ms. Santacecilia. She stated the mail continued hate, racism, and LGBTQ+ attacks throughout the community. She stated the Rainbow Room saves children's lives.

Ms. Herring clarified that she is severely troubled with the flyer distributed. She stated the flyer utilized fear of people of color and attacked an essential resource for the LGBTQ+ community. She stated it is unacceptable for any member of the community to be willing to incite division and harm children to gain political advantage. She condemns the actions of those that brought disgrace upon themselves in an attempt to divide the town.

Mr. Wood stated the flyer is disgusting and holds no purpose in Doylestown. He stated it is a step backwards and thanked the community members for speaking tonight as it helps provide additional context for what the community is dealing with.

Ms. Lyons stated she spoke with Mr. Senavaitis. She noted the Board of Supervisors cannot force a resignation of any member. She stated if she was in the position of her fellow supervisor she would have resigned.

Ms. Manion stated she shared the sentiments of Ms. Lyons. She noted she spoke with Ms. Santacecilia before the meeting as she was not aware of this issue until recently. She directed her comment to Ms. Santacecilia stating what she did was unethical and wrong. She stated she owes the community something. She noted that what occurs at school district board meetings is a sad state of affairs. She stated it is disruptive noting she has served for 10 years and never had a board member been in an unethical dilemma. She stated no matter what politically you have to do things the right way. She thanked the community members for speaking. She stated that what Ms. Santacecilia was wrong, and she owed the community an explanation. She stated she does not condone her actions.

Ms. Santacecilia stated her actions were her own and not intended to impact the Township. She apologized to her fellow Supervisors for the hardship. She stated there was never meant to be harm but awareness. She stated in terms of the actions of others and what is happening, people need to pay attention because of the children, the parents and the community that are being deceived, and I've been advised that that is all I can say

Ms. Shell, resident, inquired if there is another way to remove a Supervisor from the Board.

Mr. Garton noted only if there is a specific type of crime as it requires a conviction.

## II. ANNOUNCEMENTS

- A. The next meeting of the Board of Supervisors is scheduled for Tuesday, December 21, 2021 at 7:00 PM
- B. Doylestown Township Municipal Building will be closed on Thursday and Friday, November 25 & 26, 2021 in observance of Thanksgiving.
- C. Leaf and Yard Waste Recycling – 1st and 4th Tuesday from 9AM-2PM as well as 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.
- D. Boards and Committees current and upcoming vacancies:  
Agricultural Security Area Advisory Council  
Environmental Advisory Council  
Friends of Kids Castle  
Public Water & Sewer Advisory Board  
Veterans Advisory Committee  
If you are interested in serving on one of the Township's Boards or Committees, send a letter of interest to [info@doylestownpa.org](mailto:info@doylestownpa.org)
- E. Park & Recreation Board hosting Decemberfest including a visit with Santa, Saturday, December 11<sup>th</sup> from 2-5 pm – Central Park Pavilion #1
- F. P&R Departments Donation Drive via the local Twilight Wish Foundation benefits Seniors in our community. Continues through December 17<sup>th</sup>. For list of needed items please visit [DoylestownRec.org](http://DoylestownRec.org). Items can be dropped off at the Township Building during regular business hours. (accepting only "new" items).
- G. Friday, December 17<sup>th</sup> from 6:30-9pm - **Jolly Jammy Jam with Mrs. Claus**. Come on out in your comfiest pajamas to enjoy a fun-filled event with family friendly activities, crafts, Storytime with Mrs. Claus, and her Elf Squad (helpers)! PRE-REGISTRAION REQUIRED – visit [doylestownrec.org](http://doylestownrec.org)
- H. GIFT GIVING IDEAS – Contact the Administration offices for more information
  - 1. Park and Recreation Gift Certificates – Programs
  - 2. "Plant a Tree"
  - 3. Park and Bike &Hike Trail Benches

4. Mural Print
5. "Dogs Around Doylestown" Poster
6. Bricks at Kids Castle
7. Bricks at the Service Memorial
8. Bricks at the Dog Park
9. Twp. Bicentennial Commemorative Mercer Tiles

**III. MINUTES APPROVAL –** Regular Meeting: 10/19/21  
Budget Work Session Notes: 10/19/21

Ms. Manion MOTIONED; seconded by Ms. Herring to approve the October 19, 2021 minutes. MOTION passed 4-0, Ms. Santacecilia abstained.

Ms. Herring MOTIONED; seconded by Ms. Manion to approve the October 19, 2021 budget work session minutes. MOTION passed 5-0.

**IV. REPORTS**

A. Solicitor -Non-Uniformed Employee Defined Contribution Pension Amendment

Mr. Garton prepared the resolution requested. Ms. Mason noted in July the new guidelines were adopted.

Ms. Herring MOTIONED; seconded by Ms. Manion to approve the Non-Uniformed employee defined contribution pension amendment. MOTION passed 5-0.

B. Police Chief

Chief Logan updated the Board on the accreditation process noting they have worked with LEAS since June and the policies is fully in compliance. He noted many proofs are required and take time to collect and have 43 left to gather. He reported an early accreditation date and the end of February.

C. Township Engineer - No Comment.

D. Dir. of Operations

1. 2021-22 Rental of Snow Removal Equipment with Operator

Ms. Herring MOTIONED; seconded by Mr. Wood to award the rental of snow removal equipment with the operator for the 2021-22 season to all three entities. MOTION passed 5-0.

2. 2021-22 Tree Pruning and Take Down – Change Order No. 1

Ms. Herring MOTIONED; seconded by Ms. Santacecilia to approve change order number one including a deduct in open space location of \$1,850.00 and two additions of \$3,800 and \$3,250.00. MOTION passed 5-0.

Mr. Wood inquired how it would affect the budget. Mr. Tomko stated it may be over but necessary due to liability.

3. Park & Recreation Trailer Lease Renewal

Ms. Manion MOTIONED; seconded by Ms. Santacecilia to approve the renewal lease for the Park & Recreation trailer for \$4,421 per month. MOTION passed 5-0.

4. Chapman Road Bridge Replacement – Transportation Improvement Program Funding Request

Mr. Johnson explained the request for funding. He stated they have had productive meetings and recommends the Township go through the program to receive the federal funds.

Mr. Wood MOTIONED; seconded by Ms. Herring to approve the letter for the transportation improvement program. MOTION passed 5-0.

E. Manager

1. Request Amendment to Green Points Ordinance

Ms. Mason explained amendments received from the Director of code enforcement, noting some points are already part of code and will be brought up again in February if further changes are necessary.

F. Supervisors

Ms. Herring stated the Diwali celebration in the Borough was lovely and encouraged community members to attend next year.

Mr. Wood noted volunteers are needed for the native plant garden.

**V. CORRESPONDENCES**

A. Bucks County EMS Chiefs' Association – Relief Funding

Ms. Mason noted the Township currently provides over \$100,000. She stated a meeting is scheduled to discuss further funding needs.

Mr. Wood inquired if it would be added to the budget. Ms. Mason stated funds are considered just in case.

**VI. UNFINISHED BUSINESS**

A. Bond Counsel Proposal

Mr. Garton revisited the discussion. Ms. Lyons noted the tax dilemma in Philadelphia and noted the cost of each.

Ms. Lyons MOTIONED; seconded by Ms. Mason to approve Kevin Reid of King Spry. MOTION passed 5-0.

B. P & R Building Site Civil Engineering Planning/Landscaping Architecture Services Proposal

Ms. Lyons revisited the discussion.

Ms. Manion MOTIONED; seconded by Ms. Santacecilia to approve the P & R Building Site Civil Engineering Planning/Landscaping Architecture Services Proposal. MOTION passed 3-2.

Mr. Wood noted he would like an RFP, Ms. Herring agreed.

Ms. Santacecilia stated the protocol does not require an RFP.

Mr. Tomko stated 30-60 days would be lost if completed. Ms. Herring stated the RFP is necessary for transparency.

## VII. NEW BUSINESS

A. Bond Refinancing

Ms. Doyle reviewed the refinancing noting it is a great time to complete. She reviewed the savings of both options.

Ms. Herring MOTIONED; seconded by Ms. Santacecilia to approve the bond refinancing option #2. MOTION passed 5-0.

B. Agreement for Professional Services – EE Office Automation, LLC

Ms. Herring MOTIONED; seconded by Ms. Manion to approve Mr. Ebenbach's agreement for professional services. MOTION passed 5-0.

C. Budget Presentation

Ms. Mason presented the budget-in-brief to communicate the summarized budget. She noted the goals based on vigorous meetings. She noted the major capital spending and stated an increase in 2022 to be offset by grants. She reviewed the comparison to other municipalities, falling in the middle within the area. She noted the document is available on the website and at the office.

Ms. Manion MOTIONED; seconded by Ms. Herring to hang the budget. MOTION passed 5-0.

Ms. Manion and Ms. Herring both appreciated the budget-in-brief. Ms. Herring inquired about graphics to be adopted. Mr. Wallace stated they are still working on improvements.

D. Land Development – Doylestown Hospital Children's Village – Preliminary/Final

Mr. Garton noted the following conditions for the Doylestown Hospital Children's Village, noting there will not be a second floor. Mr. Garton noted conditions were completed before knowing the building would be one floor.

Ms. McGowan agreed, stating it has been demolished, and noted discussions with the Planning Commission.

1. Compliance with all decisions rendered by the Doylestown Township Zoning Hearing Board and any conditions, which effect the construction of the day care facility;
2. Compliance with the Bucks County Planning Commission report dated November 9, 2021;
3. Compliance with the Pennoni Planning Review letter dated October 22, 2021;
4. Compliance with the Pennoni Engineering letter dated October 20, 2021;
5. Compliance with the Pennoni Traffic Engineering Review dated October 20, 2021;
6. Compliance with the Michael Baker International Review Letter dated October 20, 2021;
7. As part of the approval, the Board of Supervisors granted a waiver from the provisions of SALDO Section 153-20.E, so as to not require the Applicant to conduct a Traffic Impact Study;
8. Applicant to submit for review by the Township its traffic and parking patterns for the new building, which submission shall be made prior to the issuance of a building permit by the Township;
9. Receipt of all permits from any agency having jurisdiction over such matters, including but not limited to, the Bucks County Conservation District, PennDOT, and the Doylestown Township Municipal Authority;
10. The project shall be ADA compliant;
11. Plans shall be revised so as to show the removal of the second floor of the proposed building; and
12. Funding and execution of Development and Financial Security Agreements in a form satisfactory to the Township Solicitor and Township Manager.

The Board discussed the unneeded conditions.

Ms. Manion MOTIONED; seconded by Ms. Herring to approve the Preliminary/Final land development for the Doylestown Hospital Children's Village. MOTION passed 5-0.

E. Bucks County Household Hazardous Waste Program

Ms. Herring MOTIONED; seconded by Ms. Manion to approve contribution to the Bucks County Household Hazardous Waste Program. MOTION passed 5-0.

F. Pension Advisor Contract – Vanguard Defined Benefit Plan

Ms. Lyons stated the American Arbitration Association should be in Bucks County.

Ms. Manion MOTIONED; seconded by Ms. Herring to approve the Pension Advisor Contract with correction. MOTION passed 5-0.

G. Township Auditor Recommendation

Ms. Lyons stated Mr. Wallace recommends Zelenkofske Axelrod, LLC in the amount of \$45,750 for three years.

Ms. Manion MOTIONED; seconded by Ms. Herring to approve Zelenkofske Axelrod, LLC as Township Auditor. MOTION passed 5-0.

H. Pebble Ridge Woodridge Sewer Project – BCWSA Payment Request No. 30

Ms. Manion MOTIONED; seconded by Ms. Herring to approve payment #30 to BCWSA. MOTION passed 5-0.

I. Request to Send Equipment to Auction

Ms. Manion MOTIONED; seconded by Ms. Herring to approve sending equipment to auction. MOTION passed 5-0.

J. Zoning Hearing Board Application – Atlas Mountain Construction, 2225 Lower State Rd.

Ms. Mason suggested leaving the matter to the Zoning Hearing Board. The Board agreed.

K. Treasurer's Report – November 16, 2021

Ms. Herring MOTIONED; seconded by Ms. Manion to approve the Treasurer's Report. MOTION passed 5-0.

L. Bills List – November 16, 2021

Ms. Herring MOTIONED; seconded by Ms. Manion to approve the Bills List in the amount of \$1,318,112.94. MOTION passed 5-0.

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## IX. ADJOURNMENT

Ms. Lyons adjourned the meeting at 8:22PM.

Respectfully submitted by

Stephanie J. Mason  
Secretary