



# Board of Supervisors

## Regular Meeting

425 Wells Road  
Doylestown, PA 18901  
[www.doylestownpa.org](http://www.doylestownpa.org)  
Twitter: @DoylestownTwp  
[www.facebook.com/doylestowntwp](https://www.facebook.com/doylestowntwp)  
215-348-9915

~ Minutes ~

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Tuesday, June 15, 2021

7:00 PM

Community Meeting Room

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### I. 7:00 PM REGULAR MEETING

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

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

Ms. Lyons noted the Board held a budget work session and an executive session to discuss matters of real estate before the meeting.

A. Pledge to the flag

B. Presentations

1. National Night Out: Police- Community Partnership – Sgt. Jessica Whiteside

Sergeant Whiteside informed residents that Doylestown Township is hosting National Night Out on August 3rd from 4-8pm. She noted the event is free and aims for neighbors and police to gather.

Chief Logan thanked Sergeant Whiteside for organizing the event.

2. 2020 Re-Cap from Boards/Committees - Videos

Bike and Hike Committee - Lynn Goldman, Chairman

Ms. Goldman stated the Township's trail system was used and enjoyed throughout the pandemic. She noted the Board is excited to offer new trails in the future. The Committee had a busy year including an DCNR/PEC grant used for the new Pools Corner trails, the greenway trail was a great success, and many trees were donated, and the Old New Road project is in progress. She thanked the Board for their support. She added the Committee is working on an interactive map app for the trails.

Doylestown Dog Park Committee - Kathy Brown, Chairman

Ms. Brown reported on successful events held by the Committee such as Fido Floats, held at Fanny Chapman Pool. She also noted updates to the orientation training for a better experience. She detailed many dog park updates completed over the year. She further stated membership for the Dog Park is consistent and the committee hopes to improve the park and

release a newsletter based on member's experience. She noted the committee is working on a regular adoption event with local shelters.

Doylestown Township Municipal Authority - Keith Hass, Exec. Dir.

Mr. Hass thanked the Municipal Board for all their hard work and noted the Authority had a busy year. He reported the water met or exceeded all state and federal drinking standards in 2020. He reviewed many accomplishments the Authority achieved including the water main construction occurring at Pebble Ridge/ Woodridge in conjunction with the ongoing sewer project. Mr. Hass reviewed partnerships DTMA has formed, one includes Delaware Valley University to have access to public water. He concluded with the Authority's goals for 2021 including pump station upgrades and a water superintendent transition plan.

3. Parks & Recreation Community Center Feasibility Study – MKS and Ballard King

Ms. Lyons explained extensive research and meetings were held to discuss the study. She explained that due to the proposed price tag the previous location chosen is not feasible and plans have been restructured closer to the new Township building.

Mr. Kennedy explained over the past six months research has been completed to fit the budget and lifestyle of residents. He introduced the study and design team and introduced a project timeline. He noted all the details included with three possible building options and explained the next phases include approval from the Board, design, bidding, and construction.

Ms. Herring inquired how sustainability initiatives would be included in the project. Mr. Kennedy stated they are in the beginning stages but would include those standards. Ms. Herring also inquired about the difference of site cost.

Ms. Lyons noted the proposed move is based on projected amounts and closeness of the buildings.

Ms. Herring noted the cost of new courts and field space being taken into consideration due to relocation of the building. She also inquired if current day dollars are being used for the construction estimate costs.

Mr. Kennedy stated the forecast of prices is being monitored and the numbers provided are current with an escalation fee.

Ms. Herring inquired if the no gym option would be much more if the gym was added on at another time. Mr. Kennedy stated based on inflation it would be but if planned could work as an attachment in phases.

Ms. Santacecilia inquired why lacrosse was not included in the activities study. Mr. Ballard noted the study was based on typical indoor activities. She inquired if there is an option to use the current pavilion and use of the existing meeting room to save space and funds. Mr. Ballard noted existing facilities were not included as it was a market evaluation for the community center itself.

Ms. Santacecilia questioned the kitchen and outdoor areas. Mr. Kennedy stated feedback was given for a green space to be include in design plans.

Mr. Wood inquired what type of structure the team envisioned. Mr. Kennedy noted the cost is for a modest pre-engineered building. He also noted grant possibilities for suitable building and Mr. Kennedy would like to discuss what may be available.

Ms. Brown confirmed if restrooms are accessible from outside as well and confirmed the lobby has space for a few chairs but mostly a throughway.

Mr. Sawyer, a member of EAC, suggested a zero net energy building, Mr. Kennedy noted the cost estimate will be reviewed with those ideas and costs in mind.

Ms. Britain, a resident, inquired about parking and the effects on green space and moving of the courts. Ms. Manion noted funds are already allotted for the court repair and Mr. Kennedy noted that due to the location parking would be shared with the Township building.

Ms. Herring asked of Ms. Sweeney's opinion on the need for an additional outdoor bathroom and she responded it would be beneficial. Ms. Herring requested a new cost estimate, site cost for New Britain, and examples of the building type.

Mr. Tomko noted the cost analysis completed by Gilmore was complete.

Ms. Santacecilia asked for an option between a small and large gym. Mr. Wood asked for price comparisons and examples of a gym add on.

Ms. Mullen, a member of Ways and Means, inquired about the small and large gym difference, and clarified the additional space would be multipurpose.

Ms. Lyons suggested the Board receive the information requested and then create a special public meeting before making a decision.

**The Board skipped ahead to vote for the software recommendation.**

Budgeting/Planning Software Recommendation - Questica

Ms. Santacecilia inquired on the number of licenses included.

Mr. Wallace explained the capital and personnel components of the software will be phased later in the year and time and attendance software is on the docket to research but not included with this package. He explained they are looking to implement the budgeting and forecasting software and move away from excel.

Ms. Herring MOTIONED; seconded by Ms. Manion to approve the execution of the proposal and contract submitted by Questica to provide a 3-year subscription to Budget, Salaries and Capital Software application in the amounts of \$19,500 for one year plus a one-time

Professional Services Fee of \$10,000, \$19,500 for year two and \$19,500 for year three.  
MOTION passed 5-0.

**Ms. Lyons left the meeting due to illness and Ms. Manion continued to lead the meeting in her place.**

- C. Visitors/Public Comments - No public comment.

## II. ANNOUNCEMENTS

- A. The next meeting of the Doylestown Township Board of Supervisors will be held on Tuesday, July 20, 2021 at 7:00 PM
- B. Budget Work Sessions are scheduled for the following dates:  
**September 21<sup>st</sup>, October 5<sup>th</sup> and October 19<sup>th</sup>.**  
All Work Sessions will be held at 5:00 PM in the Twp. Community Meeting Room.
- C. Doylestown Township Administrative Offices will be closed on Monday, July 5, 2021 in observance of Independence Day.

- D. Upcoming Twp. Events:

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- E. Leaf and Yard Waste Recycling – 1<sup>st</sup> and 4<sup>th</sup> Tuesday from 9AM-2PM as well as the 3<sup>rd</sup> 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.
- F. 2021 Bucks County Household Hazardous Waste Collection Events  
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8/14 – Lower Bucks – BC Technical HS – Bristol Twp.  
10/30 – Upper Bucks – Strayer Middle School – Richland Twp.

**III. MINUTES APPROVAL: Regular Meeting – May 4, 2021, and Special Meeting – May 28, 2021**

Ms. Herring MOTIONED; seconded by Ms. Santacecilia to approve the May 4, 2021, regular minutes. MOTION passed 4-0.

Ms. Herring MOTIONED; seconded by Ms. Santacecilia to approve the May 28, 2021, special minutes. MOTION passed 4-0.

**IV. CORRESPONDENCES:****A. Park & Recreation Board Resignation – M. Bowman**

Ms. Manion explained Ms. Bowman will be missed and thanked her for her service.

Ms. Herring MOTIONED; seconded by Mr. Wood to accept Ms. Bowmans resignation with regret. MOTION passed 4-0.

**V. REPORTS****A. Solicitor**

None

**B. Police Chief**

Chief Logan requested to complete the PA Law Enforcement Accreditation. He does not intend to increase the budget for this year but instead would reallocate funds, but he will ask for funds to be added to next year's budget. He noted it is in effort to protect the department, document, and save funds in the future.

Mr. Wood noted the accreditation follows internal policy and Chief Logan noted it includes over 120 standards to meet. He went on to explain more details of the process.

Ms. Santacecilia MOTIONED; seconded by Ms. Herring to approve reallocation of funds for the Township Police. MOTION passed 4-0.

Chief Logan explained the Township can become a four-agency unit through a grant. He explained the regional department will employ two part time employees that would spend time at the Township to help domestic violence victims with legal documents. He noted there is a small chance the Township would pay overages; he stated a current line item of \$8,000 has not been used for the year and he would like to reallocate funds towards the Victim Services Unit. He noted after three years they will reevaluate the program.

Mr. Wood inquired if Central Bucks Regional have the final say and Chief Logan noted they do organize the employees and he has trust in their decisions.

Ms. Herring MOTIONED; seconded by Ms. Santacecilia to approve reallocation of funds for the Township Police for the appointed line item and approval to participate in the grant. MOTION passed 4-0.

C. Township Engineer - None

D. Director of Operations

*Kids Castle Installation of Playground Equipment and poured in place surfacing.*

Mr. Wood inquired if there is a delay, will there be additional cost. Mr. Garton noted cost is on the Township if we delay.

Ms. Santacecilia MOTIONED; seconded by Ms. Herring to approve the purchase of playground equipment from Buzz Burger Inc. in the amount of \$9,770.00, along with the purchase of poured in place from Recreation Resources in the amount of \$ 43,338.90 and Recreation Resources in the amount of \$26,716.25 MOTION passed 4-0.

*2021 Road Program - Curb Replacement Bid*

Mr. Torpey noted the bid includes the alternates. Mr. Wood noted concerns from residents on the last job completed by the company regarding trash cleanup. Mr. Torpey indicated this would be addressed with the contractor.

Ms. Herring MOTIONED; seconded by Mr. Wood to award the 2021 Road Program - Curb Replacement project to Reamstown Excavation and Concrete in the amount of \$1,495,135.00. MOTION passed 4-0.

*Community Meeting Room Acoustical Remediation*

Mr. Tomko explained the fabric panel with a seam will hang along the walls.

Ms. Herring MOTIONED; seconded by Ms. Santacecilia to accept the quotation from FBM Galaxy Inc to supply the Township with Armstrong Soundsoak rectangular fiberglass, fabric covered panels along with the mounting hardware in the amount of \$20,250.00. MOTION passed 4-0.

*ARLE-RRFB Grant Status Update and Rescoping*

Mr. Tomko updated the Board, noting the grant for the blinking beacons yielded a balance and the funds can be reallocated if approved by PennDOT. Pennoni suggests safety improvements on Easton Road.

Ms. Herring MOTIONED; seconded by Mr. Wood to authorize relocation of grant funds if approved by PennDOT. MOTION passed 4-0.

*2021 ARLE Grant Application Recommendation*

Mr. Tomko explained the accident rate is highest on Easton Road and noted the grant covers all cost.

Mr. Wood requested a way to add crosswalk access through 611 to the island. Mr. Tomko stated he will investigate scoping it or combine it with another project.

Ms. Herring MOTIONED; seconded by Ms. Santacecilia to authorize submission for the 2021 ARLE Grant Application. MOTION passed 4-0.

*Lawn Maintenance - Revised Mowing Price Schedule*

Ms. Herring MOTIONED; seconded by Ms. Santacecilia to acknowledge the revision to the schedule of fees for the 2021 Lawn Maintenance contract with M&M Landscaping, LLC for the base bid amount of \$100,776.48, Basin Add Alternate #1 of \$1,132.32 and Parks Add Alternate #1 for field moving. MOTION passed 4-0.

*Twp. Basin Assessments*

Mr. Tomko explained they are Township owned basins in open space and should be maintained.

Ms. Santacecilia inquired how invasive plants would be handled or cost when working on the naturalization plan. Mr. Tomko explained an assessment and recommendations will be provided and residents will be informed about the regulations and process of naturalization.

Ms. Herring MOTIONED; seconded by Mr. Wood to approve a Township Basin Assessment with Gilmore & Associates in an amount estimated at \$11,500 to \$16,800 for twenty-one basins. MOTION passed 4-0.

E. Manager

Ms. Mason explained the Fire Marshal requested to attend the annual Forensic Fire Death Investigation Course which includes an overnight stay.

Ms. Herring MOTIONED; seconded by Ms. Santacecilia to approve costs of \$1,592 +/- associated with training for the Fire Marshall. MOTION passed 4-0

F. Supervisors

Ms. Santacecilia thanked the committees for their presentations.

Ms. Herring stated Happy Pride Month and spoke on her family members coming out process. She also thanked the Board for passing the Juneteenth resolution.

**VI. PUBLIC HEARING - None**

**VII. UNFINISHED BUSINESS - None**

**VIII. NEW BUSINESS**

A. Pebble Ridge/ Woodridge Sewer Project – BCWSA Payment No. 25

Ms. Herring MOTIONED; seconded by Mr. Wood to approve payment #25 to BCWSA. MOTION passed 4-0.

B. Budgeting/Planning Software Recommendation – Questica - Addressed earlier in the meeting.

C. Land Developments1. Penn Color - Revised Final Land Development

Mr. Garton reviewed details of the revised final development. Due to timing the plans required to be reapproved and noted the Planning Commission approved the updated plans with conditions.

1. Continued compliance with the approval granted on June 3, 2014, as set forth in correspondence from the Township Solicitor to Jonathan J. Reiss, Esquire, except to the extent modified by the provisions of this current approval.
2. Compliance with the Decision of the Doylestown Township Zoning Hearing Board dated September 20, 2013, including compliance with any conditions imposed by the Zoning Hearing Board.
3. The freestanding sign on the parking parcel shall be removed from the Plan.
4. Compliance with Gilmore & Associates, Inc., planning review letter dated May
5. Compliance with the Pennoni Traffic review letter dated May 20, 2021.
6. Compliance with the Pennoni Engineering review letter dated May 20, 2021.
7. The Board of Supervisors further confirmed that the prior waiver granted by the Board of Supervisors related to SALDO Section 153-28.B, is reconfirmed, so as to permit 71 parking spaces.
8. Applicant shall execute a deed restriction to ensure that the buffer noted as being located on the adjacent property remains as a buffer from the parking area. The form of the deed restriction shall be approved by the Township Solicitor. Furthermore, an appropriate easement shall be prepared and recorded which, in addition to the normal provisions as set forth in the easement, will allow the parking lot owner to be granted access for the maintenance of the deed restricted area. The form of the easement shall also be subject to approval by the Township Solicitor.
9. The Board of Supervisors further confirmed that the prior waiver granted by the Board of Supervisors related to SALDO Section 153-28.H, is reconfirmed so as to permit a driveway to be located 220 feet from Old Dublin Pike which is less than the 300 feet required.
10. The Board of Supervisors further confirmed that the prior waiver granted by the Board of Supervisors related to SALDO Section 153-34.B(S)(a), (b), and (c), 1s reconfirmed related to plan requirements for basin floors, wet edges, and slopes.
11. Applicant shall post a Performance Bond with the Township in an agreed upon amount to cover required tree replacement and, at the same time, a plan for perpetual care of the buffer area will be submitted to the Township for approval.
12. The Board of Supervisors further confirmed that the prior waiver granted by the Board of Supervisors related to SALDO Section 153-36.C(1)(b), is reconfirmed and Applicant shall provide an updated lighting plan showing compliance with the requirement of this section of the SALDO which should be submitted to the Township for approval.
13. Applicant shall comply with any conditions noted in the report received from the Bucks County Planning Commission.
14. 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.



15. The project shall be ADA compliant.
16. Funding and execution of development and financial security agreements in a form satisfactory to the Township Solicitor and Township Manager.

The aforementioned conditions were approved by Mr. Jonathan Reiss, Esq. on behalf of the Applicant

Mr. Wood inquired on native plants plans. The team noted they would use plants recommended by the Township and would work with the Township for approval.

Ms. Santacecilia MOTIONED; seconded by Ms. Herring to approve the Revised Final Land Development for Penn Color. MOTION passed 4-0.

2. 60 Meetinghouse Road (aka Meadow Creek) – Preliminary Major Subdivision

Mr. Garton reviewed details of the preliminary application. He noted the Planning Commission approved with conditions.

1. Compliance with the Pennoni Engineering review letter dated April 20, 2021.
2. The Board of Supervisors granted waivers from the following provisions of the Subdivision and Land Development Ordinance:
  - a. Section 153-20.C.10, so as to not be required to show certain features within 400 feet of the site, but rather an aerial photograph to be provided.
  - b. Section 153-24.B.2.a, so as to not be required to widen the cartway and the right-of-way of Meetinghouse Road so as to provide a width from center line to cartway and right-of-way equal to one-half of the total required width.
  - c. Section 153-27 .A.4, so as to be permitted to have a driveway five (5) feet from any side or rear lot line, as opposed to the required ten (10) feet.
  - d. Section 153-34.I.2, so as to not be required to preserve 40 percent of the 6-12 inch trees. Applicant is proposing a tree replacement schedule.
  - e. Section 153-34.I.5.b.4.c, so as to be permitted to plant greater than 25 percent of the new replacement trees of a coniferous variety.
  - f. Section 153-39.C.5, so as to be permitted to have edges of slopes within five (5) feet of a property line or right-of-way.
3. Compliance with the Michael Baker International review letter dated April 19, 2021.
4. Compliance with the Gilmore & Associates, Inc., planning letter dated April 14, 2021.
5. Compliance with the Pennoni traffic review letter dated April 8, 2021.
6. Compliance with the SC Engineers, Inc., review letter dated March 30, 2021.
7. Applicant shall pay a fee in lieu of recreation in accordance with Township Ordinance.
8. Applicant shall make an off-site contribution of \$1,000 for each new dwelling unit, which shall be paid as of the execution and funding of development and financial security agreements.
9. The HOA documents shall be reviewed and approved by the Township Solicitor.
10. Receipt of all permits and approvals from any agency having jurisdiction over such matters, including but not limited to the Bucks County Conservation District, Pennsylvania Department of Environmental Protection, Doylestown Township Fire

- Marshal, Bucks County Water and Sewer Authority, Doylestown Township Municipal Authority, and the Bucks County Planning Commission.
11. Any waiver requests with respect to the waivers noted previously in this approval shall be related to specific lots.
  12. The trail shall be moved further away from the out parcel toward lots 9 and 10 at the rear corners.
  13. The Applicant shall work with the Township to provide five (5) additional trees and twelve (12) additional shrubs that will be on the Plan at locations to be resolved by the Township consultants and the Planning Commission.
  14. Funding and execution of land development and financial security agreements.
  15. Applicant shall execute a stormwater management agreement in a form satisfactory to the Township Manager.

The aforementioned conditions were approved by Benjamin Goldthorp, at the public meeting.

Ms. Santacecilia MOTIONED; seconded by Ms. Herring to approve the Preliminary Major Subdivision at 60 Meetinghouse Road. MOTION passed 4-0.

D. Zoning Board Hearing Applications –

Ms. Mason suggested the Zoning Hearing Board review all three applications.

U'Selis, 44 Valley View Dr. – Requests a variance

Campbell – 267 Wells Road – Requests a special exception

Taylor – 36 Houk Road – Requests a variance

E. Treasurers Report – June 15, 2021

Ms. Santacecilia MOTIONED; seconded by Ms. Herring to approve the Treasurers Report. MOTION passed 4-0.

F. Bills List – June 15, 2021

Ms. Santacecilia MOTIONED; seconded by Ms. Herring to approve the June Bills List in the amount of \$1,048,154.74. MOTION passed 4-0.

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**X. ADJOURNMENT**

The meeting was adjourned at 9:23pm by Ms. Manion

Respectfully submitted by

Stephanie J. Mason  
Secretary