



# 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, July 20, 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, Nancy Santacecilia, Jennifer Herring, 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 interviews for vacancies on boards and committees and held the executive session before the meeting.

#### A. Pledge to the flag

#### B. Presentations

##### 1. *Delaware Valley University – 125th Anniversary*

Ms. Lyons presented Delaware Valley University with a Township proclamation to celebrate the University's 125th Anniversary. She recognized and described the school's growth and expansion throughout the years. Dr. Benjamin Rusiloski, Acting President and Dr. Tanya Casas, Dean, School of Business & Humanities, Academic Director, Public Policy Program, and Associate Professor of Sociology were present to accept the proclamation.

##### 2. *Year End Recap Videos –*

Pension Advisory Committee - Chairman E. Denton

Mr. Denton reviewed the current committee members and provided the status and their 2020 objectives. He noted the PAC developed 2021 objectives including conducting semiannual reviews and work with Township management on reviewing current plans. He added they are currently drafting an RFP for financial advisor services and a sub-committee to determine a recommendation.

Planning Commission - Chairman J. Hendrixson

Ms. Hendrixson reviewed the commission's service to the community including workshop discussions, review of zoning codes, and completing on-site visitations. She also noted community partnerships with EAC, Bike & Hike Committee and other Township boards and employees. She noted one goal for 2021 included supporting the Green Initiative. She encouraged residents to attend meetings.

Public Water and Sewer Advisory Board - Chairman J. Van Houten

Mr. Van Houten reviewed the board's current responsibilities. He also reviewed ongoing work with the sewer project and hopes it to be complete in the spring. He described future plans for the board including establishing a long-term plan for the remaining sections of the Township not currently serviced by public sewers. He noted there are current openings on the board.

C. Visitors/Public Comments

Mr. Myers, 15 Mystic View Lane, explained to the board they have potholes and overgrown grass in their development. He asked the Board when repaving will occur.

Mr. Tomko noted that they are aware of the conditions as a survey was completed. He stated the neighborhood is included in the five-year plan. He noted with Board's approval they will publish the list of roads on the Township's website.

**II. ANNOUNCEMENTS**

- A. The next meeting of the Doylestown Township Board of Supervisors will be held on Tuesday, August 17, 2021 at 7:00PM
- B. Budget Work Sessions are scheduled for the following dates: September 21st, October 5th, and October 19th.
- C. Upcoming Twp. Events: 2021 Thompson Performing Arts Series:  
7/21 Class Act (Top 40 and More)  
7/28 Cherry Lane Band (Covers/Dance)  
8/4 Jesse Garron & Band (Elvis Tribute)  
8/11 Sensational Soul Cruisers (Motown)
- D. ANNUAL GOLF OUTING – August 23rd @ the Doylestown Country Club. For further information please go to [www.doylestownpa.org](#) or contact our Administration Offices.
- E. Doylestown Township National Night Out, August 3, 2021 @ 4:00 – 8:00PM in Central Park. Vehicle Displays, Guided Police Station Tours, Police Demonstrations and Entertainment.
- F. The 5th Annual Philadelphia Flyers Community Caravan presented by Xfinity with team mascot "Gritty" and some Flyers personalities will be here in Central Park on August 4th @ 4:00 PM. The Caravan will go through Doylestown Crossing and then back to Central Park. Summer-themed Flyer's giveaways.
- G. 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.

## H. 2021 Bucks County Household Hazardous Waste Collection Events:

8/14 – Lower Bucks – BC Technical HS – Bristol Twp.

10/30 – Upper Bucks – Strayer Middle School – Richland Twp

**III. MINUTES APPROVAL: Regular Meeting - June 15, 2021**

Ms. Herring MOTIONED; seconded by Ms. Manion to approve the June 15, 2021, regular minutes. MOTION passed 5-0 except for Ms. Lyons approval only for the time she attended.

**Budget Work Session – June 15, 2021**

Ms. Herring corrected the wording of her clarifying the \$12 wage. Ms. Herring MOTIONED; seconded by Mr. Wood to approve with correction the June 15, 2021 Budget Work Session minutes. MOTION passed 5-0.

**IV. CORRESPONDENCES: None****V. REPORTS**A. Solicitor1. *Act 65 Amendment – “Sunshine Law”*

Mr. Garton explained the amendment to Act 65, stating municipalities are required to post agendas at least 24 hours in advance of the meeting on their website, the meeting agenda must be posted in a public area and agenda copies must be available at the meeting. He noted if there is change to an agenda a decision cannot be made at that meeting.

2. *Act 27, House Bill 101– Providing Agritourism Business with Limited Liability Protection*

Mr. Garton explained Act 27 which notes if you are engaging in farm related entertainment you have protection for public liability, he noted details of the liabilities.

B. Police Chief

None

C. Township Engineer

None

D. Director of Operations1. *2021 Road Program – Paving Part 2*

Mr. Torpey explained three bids were received.

Ms. Manion MOTIONED; seconded by Ms. Santacecilia to award this bid to James D. Morrissey, Inc. in the amount of \$252,737.85, which includes the base bid and alternate bids, contingent

upon their execution of the Contract and supply of the required Bonds and Insurance. MOTION passed 5-0.

2. *Curb Contract Survey Stakeout Estimate – 2021 Road Program PRWR Curb Contract (Scope of Work)*

Ms. Manion MOTIONED; seconded by Ms. Herring to approve the Pennoni proposal for construction survey stakeout for the Pebble Ridge/Woodridge curbing project in the amount of \$43,750.00. MOTION passed 5-0.

3. *2021-22 Fuel Bid Award*

Ms. Manion MOTIONED; seconded by Ms. Herring to award the fuel bid contract for 2021 - 2022, in accordance with the bids received by the Bucks County Consortium, to PAPCO, Inc., for the supply and delivery of unleaded regular gas at a delivered cost of \$0.1813 per gallon plus the daily market fluctuation pricing per gallon, ultra-low sulfur diesel fuel at a delivered cost of \$0.2307 per gallon plus the daily market fluctuation pricing per gallon; and diesel winter additive at \$0.0375 per gallon. MOTION passed 5-0.

4. *2021 Pavement Markings Bid*

Ms. Herring MOTIONED; seconded by Mr. Wood to acknowledge that no bids were received on July 6, 2021 for the 2021 Pavement Marking contract and authorizes the readvertisement. MOTION passed 5-0.

5. *2021 Environmental & Permitting Proposal - Part II (Scope of Work)*

Ms. Manion MOTIONED; seconded by Ms. Herring to approve the Pennoni Assoc. Scope of Work for the 2021 Environmental & Permitting Proposal - Part II for \$79,245. MOTION passed 5-0.

E. Manager

1. *DRAFT Pension Fund Investment – Consulting Services RFP – Request Authorization to Advertise*

Ms. Mason noted the solicitor reviewed and approved the draft.

Ms. Herring MOTIONED; seconded by Ms. Santacecilia to approve the RFP. MOTION passed 5-0.

2. *Resignation of Volunteer – R. Bach, DTMA Chairman*

Ms. Manion MOTIONED; seconded by Ms. Santacecilia to accept Mr. Bach's resignation with regret. MOTION passed 5-0.

3. *Park and Recreation Community Center PDF- Request clarification*

Ms. Mason asked for clarification from the Board regarding staying with a pre-engineered facility as was noted in the RFP for the Park and Recreation Community Center or consider changing to a sticks and brick facility.

Ms. Herring, Ms. Manion, and Mr. Wood stated they would like to go with the pre-engineered facility. Ms. Santacecilia explained space advantages and services that can be provided to offer the most to the community through a non-pre-engineered building.

Ms. Manion noted her budget concerns.

The Board by consensus agreed to stay with the current pre-engineered facility that was noted in the RFP.

4. *New Britain Road DCED Multimodal Transportation Fund (MTF) Grant Application Resolution*

Ms. Mason explained the grant opportunity including the total cost for the segment. She noted a small match is suggested for the Township's application to be competitive.

Mr. Kelso noted this opportunity would avoid the need for easements and would support connections to other trails.

Ms. Manion MOTIONED; seconded by Ms. Herring to submit the grant application with a \$76,000 match. MOTION passed 5-0.

5. *Training Request – ICMA Annual Conference*

Ms. Manion MOTIONED; seconded by Ms. Herring to approve the training request. MOTION passed 5-0.

6. *REMINDER: PSATS Annual Business Meeting and Centennial Celebration –*

Ms. Mason reminded the board of the upcoming PSATS Annual Business Meeting and Centennial Celebration.

F. Supervisors –

The Board interviewed candidates to fill vacancies on various Boards and Committees prior to the meeting.

Mr. Wood MOTIONED; seconded by Ms. Manion to appoint Mr. Repko to the PWSAB. MOTION passed 5-0.

Ms. Manion MOTIONED; seconded by Ms. Herring to appoint Mr. Ruge to the Park and Rec Board. MOTION passed 5-0.

Ms. Lyons MOTIONED; seconded by Ms. Herring to appoint Mr. Schaffer to the DTMA. MOTION passed 5-0.

Ms. Herring MOTIONED; seconded by Mr. Wood to appoint Mr. Wystel to the vacant auditor position. MOTION passed 5-0.

Mr. Wood congratulated Del Val for their 125th anniversary and noted the EAC is holding their native plant workshop on the last Saturday of the month.

Ms. Santacecilia thanked the committees for their presentations.

**VI. PUBLIC HEARING - None**

**VII. UNFINISHED BUSINESS - None**

**VIII. NEW BUSINESS**

A. Proposed Warrantless Arrest Ordinance – Authorization to Advertise

Ms. Herring inquired about the proposed ordinance and Chief Logan noted the rules are already being followed and noted the relation to citations. Ms. Herring indicated that she had several questions she'd like to further review with the Chief and Mr. Garton.

Mr. Garton asked for her corrections and questions to be provided.

Chief Logan noted the proposed ordinance was reviewed by the consultant working with the Township on accreditation.

Ms. Herring MOTIONED; seconded by Mr. Wood to table the discussion. MOTION passed 5-0.

B. Street Light Agreement – Old Colonial Green

Ms. Manion MOTIONED; seconded by Ms. Santacecilia to approve the street light agreement. MOTION passed 5-0.

C. ICMA RC DC Plan Amendment

Ms. Manion MOTIONED; seconded by Ms. Santacecilia to approve the plan adoption agreement. MOTION passed 5-0.

D. Bike Hike Trail Easement – Stonington Farms

Ms. Mason explained that the easement has been agreed upon with no compensation.

Ms. Manion MOTIONED; seconded by Ms. Herring to approve the bike hike trail easement. MOTION passed 5-0.

E. Delaware Valley Turf – Request Waiver of Land Development

Ms. Mason recommended to waive the land development process. Ms. Manion MOTIONED; seconded by Ms. Santacecilia to approve the waiver of land development. MOTION passed 5-0.

F. Zoning Hearing Board Applications

Ms. Mason suggested the applications for a variance for Hughes at 270 Old New Road and the variance request for Golebiowski at 10 Greenway Drive be left to the Zoning Hearing Board. The Board concurred with that suggestion.

G. Treasurers Report – July 20, 2021

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

H. Bills List – July 20, 2021

Ms. Manion MOTIONED; seconded by Ms. Herring to approve the Bills List in the amount of \$824,304.99. MOTION passed 5-0.

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**X. ADJOURNMENT**

The meeting was adjourned at 8:14pm by Ms. Lyons

Respectfully submitted by

Stephanie J. Mason  
Secretary