







Board of Supervisors

Regular Meeting

Minutes

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

Follow us on social media!    

Tuesday July 16, 2024

7:00 PM

Community Meeting Room

Board Members in attendance: Jennifer V. Herring, Chairman; Barbara N. Lyons, Vice Chairman; Nancy Santacecilia; Dan Wood; Judy Dixon.

Township Staff in attendance: Stephanie J. Mason, Township Manager; Dave Tomko, Director of Operations; Andrea Susten, Assistant Township Manager; Lt. Charles Zeigler; Matt Johnston, Pennoni and Michael Clarke, Solicitor.

7:00 PM REGULAR MEETING

Pledge to the flag

Ms. Herring welcomed everyone to the meeting. She stated that prior to the meeting the Board met in executive session to discuss personnel matters and held interviews for Boards and Commission.

Presentation

EAC – EV Transition Power Point – Curt Sawyer

Mr. Sawyer stated that the EAC is pleased to present a recommendation with regard to an EV transition for the Township fleet. He stated that in 2020 the Township took the first step towards combating climate change with the Ready for 100 resolution, 100% clean renewable electricity by 2035 & for all uses by 2050. With much lower carbon emissions over their lifespan the worldwide transition to EV's is accelerating. The Township has a modest fleet of vehicles, with less than 25 miles per day on average. The EAC recommends that cars and light trucks scheduled for replacement should be replaced by EV's, investing in charging facilities where fleet vehicles are parked, there are incentive programs currently.

Mr. Wood inquired about level three charging, second fastest charging, if this was something we can look into to elevate any concerns about vehicles not being charged and ready to go? Mr. Sawyer stated that he does not know how much time each vehicle has, they do not drive a lot of miles, no need to charge every day. Level two chargers will take about 10 hours to fully charge a depleted battery. Fast chargers can take a battery from 20% to 80% in 20 minutes.

Ms. Santacecilia inquired if Wilson Engineering has been in touch with our Police Department to talk to them about their needs, have we considered hybrid? If there is bad weather will that draw down that battery faster and potentially impact time? If the Township wanted to discard an EV what would be the cost, those batteries are an issue. Mr. Sawyer stated that they got the list of vehicles from the Township, they have not gotten into the idle times for the police vehicles. All hybrid does is get you slightly better gas milage. EV's have much lower fuel and maintenance costs. Bad weather could draw down the battery power but for these vehicles the average is 25 miles per day. The batteries are not an issue, they are setting up to recycle the batteries, there are already a couple of plants operating in the United States to do so. Less than 2% of the EV batteries have been replaced. Ms. Santacecilia would like the data from Wilson Engineering forwarded to the Board.

Mr. Wood stated that regarding disposing of vehicles we often put our vehicles up for auction, which is becoming more commonplace for EV's as well.

Ms. Lyons & Ms. Dixon thanked Mr. Sawyer for the presentation and all the time and energy spent making this information available to us, it was very helpful, EAC moving forward will have all information to support this program.

Ms. Herring wanted to let everyone know that before moving forward on this we would make sure the Police Department has all of their concerns addressed. There may be things we may not have thought of yest. This is really good information.

Public Comment Agenda Items Only

No Comments

ANNOUNCEMENTS

- A. The next regular meeting of the Board of Supervisors will be held on Tuesday, August 20, 2024 at 7:00 PM.
- B. Thompson Performing Arts Series at the C&N Amphitheater in Central Park. The series continues bringing music to Central Park throughout the summer! This month's Capital Campaign focuses on Comfort Cottage! Sign up for E-News at www.doylestownpa.org for lineup of weekly performers and parking information.
- C. Movie and Park Tickets Available for purchase at the Administrative Office. Tickets and prices can be found at www.doylestownpa.org or by calling 215-348-9915.
- D. National Night Out – Tuesday, August 6, 2024, 4 – 8PM - Central Park – Free Community Event! – Mark your calendar, you don't want to miss this Family Fun Event! Sponsored by Doylestown Township Police Department.
- E. Keep up to date with Township News / Events – sign up for E-news at www.doylestownpa.org. E-News is sent out every Friday at 4:00PM.

MINUTES APPROVAL

Budget Work Session – June 18, 2024 – On motion of Ms. Lyons, seconded by Mr. Wood the minutes of the June 18, 2024 Budget Work Session were unanimously approved. The motion carried 5 – 0.

Regular Meeting – June 18, 2024 – On motion of Ms. Dixon, seconded by Ms. Lyons the minutes of the June 18, 2024 Regular Board of Supervisors Meeting were unanimously approved. The motion carried 5 – 0.

CORRESPONDENCES

None

REPORTSSolicitor

None

Township Engineer

None

Police Chief

Lt. Zeigler requested tenure for Ofc. Brenna Coll, in June Ofc. Coll completed her one-year probation status. She has satisfactorily completed all the requirements of her field training program; he recommends that she be granted tenure by the Board of Supervisors.

On motion of Ms. Lyons, seconded by Ms. Santacecilia tenure was approved for Ofc. Brenna Coll. The motion carried 5 – 0.

Dir. of OperationsCommunity Recreation Center – Change OrdersA. Skepton Construction Change Order #4 – Water Line Relocation

During construction we discovered that the water line was less than 12” to the building, following concerns by the engineers and DTMA. The recommendation is to relocate the water line.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board of Supervisors approved Skepton Construction, Inc. change order #4 to relocate the water service line totaling \$10,505.65. The motion carried 5 – 0.

B. US Solutions – Electrical Service Upgrade

Items being done balances out to zero to increase the voltage to the site, money saved instead of tunneling and boring under Wells Road, PECO allowed us to install a pole. The change order documents the actual scope of work for the project.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board of Supervisors approved US Solutions, Inc the change order #1 for electrical service upgrade. The motion carried 5 – 0.

C. All Sports – Interior Flooring Proposal

All Sports was approved by the Board to do the interior flooring in the CRC, including the gym, multi-purpose, hallways and includes sports equipment, padding for the walls and hoops in the gym. We had not selected flooring for the bathroom. They will install flooring in eight locations in the CRC.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board of Supervisors approved All Sports Enterprises, Inc. change order #1 to supply and install interior bathroom flooring and credit for the building common areas totaling \$2,000.00. The motion carried 5 – 0.

D. Miller Sports – Court Surfacing & Equipment Proposal

Outdoor courts include four tennis, six pickleball, two basketball and two bocci courts. We solicited proposals from three companies for the supply and installation of court surfacing, acrylic cover color, line work for all courts. Also includes basketball hoops, posts and nets for tennis and pickleball. The other two companies could only provide part of what is needed. This does not include the Bocci courts, this will be a change order at the August meeting.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board of Supervisor approved Miller Sports Construction award to supply and installation of outdoor court surfacing and equipment (posts and nets) totaling \$172,000.00.

2024 – 2025 Fuel Bid

Bids were solicited by Northampton Township for Bucks County Consortium, we provided them with our needs for fuel August 1st through July 31st. Riggins Incorporated was the low bidder, they are the same supplier we use currently, we are charged market rate plus delivery per gallon.

On motion of Ms. Lyons, seconded by Ms. Santacecilia, the Board of Supervisors approved Bucks County Consortium, to Riggins, Inc. for supply and delivery of Unleaded Regular Gas at \$0.179 per gallon and Ultra-Low Sulfur Diesel Fuel at \$.319 per gallon. The motion carried 5 – 0.

2024 Road Program

Pennoni put the road program out to bid, after the bids were opened, we found out that North Wales Water Authority plans to run a water line down Limekiln Road from Ferry Road to Old Colonial Drive). Limekiln Road. This was part of the base bid; alternate roads are always included. We therefore asked J D Morrissey to remove Limekiln Road and high friction surface treatment from the base bid. Mr. Tomko is asking the Board to approve the base bid, minus Limekiln and the high friction surfacing, plus alternates 1 through 4 (Turkey Lane and Farmhouse Lane, Valley Drive, Kuhn Drive & Old Nursery Way, Coles Drive, Brook Drive & Sandsam Circle) totaling \$1,085,219.95.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board of Supervisors awarded the 2024 Road Program contract to James d. Morrissey, Inc. base bid & Alternates totaling \$1,085,219.95. The motion carried 5 – 0.

Green Light Go Traffic Signal Safety Improvements

Mr. Johnston, Pennoni stated that the Township solicited bids for traffic signal safety improvements for seven different intersections in the Township. Two bids were received on June 10th, we recommend that the contract be awarded to Armour & Sons Electric, Inc. in the amount of \$164,655.00.

Ms. Dixon inquired how will the signal be improved. Mr. Johnston stated that there have been a number of accidents with people making left turns from 611 to Almshouse into the shopping centers. There are a few things we are doing, one is a five-section left turn signal ahead, this will be replaced with flashing yellow arrows, extending the red and yellow light timing to give someone turning time to get out of the intersection as well as other items included in the Green Light Go application.

On motion of Ms. Lyons, seconded by Mr. Wood, the Board of Supervisors awarded the Green Light Go Traffic Signal Improvements to Armour & Sons Electric, Inc. totaling \$164,655.00. The motion carried 5 – 0.

Central Park Comfort Cottage

Mr. Tomko asked that this item be tabled, they are still looking at alternatives, looking to amend our recommendations, with this item returning at the August meeting. Mr. Wood inquired if this would delay the implementation. Mr. Tomko stated no it would not. Ms. Lyons inquired if there would be a rendering of what the Comfort Cottage would look like, she would like to include the information with the Capital Campaign information. Mr. Tomko will work with MKSD and the contractor to get a good rendering of the Comfort Cottage.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board of Supervisors tabled the Central Park Comfort Cottage to a future meeting. The motion carried 5 – 0.

Bike & Hike – Pipe Replacement

Mr. Tomko stated that this item was part of the culvert work that was done but not awarded due to it being over budget, it was rebid.

Mr. Johnston, Township Traffic Engineer, stated that there were two bids that were received. They recommend that the Township award the contract to T. Schiefer Contractors, Inc. in the amount of \$143,800.00. This will address flooding issues in the area near the trail. This rebid saved the Township approximately \$175,000. This is located behind the Doylestown Executive Quarters/Silver Maple Farms.

On motion of Ms. Dixon, seconded by Ms. Lyons, the Board of Supervisors awarded T. Schiefer contractors, Inc the contract for the base bid of \$143,800.00. The motion carried 5 – 0.

Culvert Project Easements (Sauerman Road) – Resolution

On motion of Ms. Lyons, seconded by Mr. Wood, the Board of Supervisors approved resolution #2611 accepting drainage easements along Sauerman Road. The motion carried 5 – 0.

Township Manager

None

Supervisors

Ms. Lyons – Stated that the Bucks County Association of Township Officials (BCATO) has requested all municipalities issue a resolution against House Bill 1976 which calls for by right multifamily dwellings in commercial zones & House Bill 2045 which calls for by right multi-dwelling construction in residential areas currently zoned for single family. She believes these two bills are to try to get more affordable/low-income housing. BCATO is taking a stand against this because it takes away local municipalities zoning power. Imagine a 50,000 sq. ft. office complex that will now be multiple family housing or a neighborhood that has single family dwellings and now you can put up a dwelling of multiple families. Mr. Wood stated that in principle they understand what they are trying to do, making more space available for housing, he is very concerned about this

just puts a blanket over everything. We have limited office and commercial space in the Township, this doesn't consider the necessary infrastructure. He is not opposed to the idea, but these bills are just too far sweeping. Ms. Herring stated that her only objection to the bills is that municipalities are not one size fits all, our municipalities in Pennsylvania are too different. She agrees with the resolution.

Ms. Lyons made the motion that we issue a resolution opposing House Bill's 1976 & 2045, seconded by Mr. Wood. The motion carried 5 – 0.

Ms. Santacecilia – is looking forward to National Night Out, she thanked the Police for organizing it. She inquired if Mr. Tomko had any update on the parking lot? Mr. Tomko stated that currently Mr. Torpey, Township Engineer, is managing that project, right now they are looking at our drainage impacts. When that was the site for the Community Recreation Center, we were going to expand that parking lot, there were some significant impacts and increase in capacity to the basin that's below fields #4 & #5. They are looking for alternatives and trying to come up with ideas where we can look at other basin locations, rather than deepen that basin. We are in the design phase. Ms. Santacecilia inquired if the estimated cost would be available by the next budget meeting. Mr. Tomko will try to make that available, the design is in the budget for 2024 and paving is in the budget for 2025. Ms. Santacecilia asked Ms. Dixon if there was any update on Turk Road, she saw Warrington painted some slowdown on the roads, does she have any update. Ms. Mason stated that our traffic engineer is here tonight and would be best to answer, follow up from the meeting we had, surveys and data being collected. Mr. Johnston stated that they are in the data collection process right now, the Township is working with the residents that indicated they were interested in being part of the Neighborhood Traffic Calming Committee. Warrington Township did install some striping and additional signs, we suggested they wait until we go through the study process and receive everybody's input before anything was decided however, they chose to move ahead.

Ms. Dixon – the EAC did not have a meeting this month, they did have the Garden Party a few weeks ago, they spent hours putting this all together, even though it was a very hot day it was nicely attended. She wants to give them kudos for all that they did. They also used recycled compostable products in their celebration. They follow through and don't contribute to landfill, they practice what they recommend. The Bike/Hike Committee met this morning, the Shady Retreat Trail will be completed later this fall. There are so many families that live along that trail who will be able to safely walk to schools across Limekiln Bridge into the Borough as well as to Central Park. There are other trails that before moving forward will go to the Board of Supervisors for approval. The Public Water & Sewer Advisory Board did not meet. She thanked Lt. Zeigler for joining the Board at the dais.

Mr. Wood – stated that he has nothing new to report that will not be coming up later in the meeting.

Ms. Herring – stated that she did attend the Garden Party and it was phenomenal, a beautiful time and great celebration for the 10th Anniversary of our Native Plant Demonstration Garden, it is beautiful and free to visit. July is also Park and Recreation Appreciation Month, Doylestown Township has seven parks, over 30 miles of trails and over 400 acres of park land. This year's Park and Recreation theme is "Where You Belong". The National Recreation and Park Association's website reads "Where you belong celebrates the many ways Park and Recreation professionals across the country foster as sense of belonging in their community by providing welcoming and inclusive programs, essential services for all ages and abilities and safe accessible spaces to build meaningful connections." We are all very grateful for our Park & Rec Department, our volunteers and everybody who contribute to our Parks and Recreation here in Doylestown Township. The Where You Belong theme has been an ongoing theme in Doylestown Township. It is also Disability Pride Month marking the anniversary of the Americans with Disabilities Act, signed into law by President George HW Bush, July 26, 1990. She watched the County Commissioners meeting last month, they had a demonstration of a new program they are offering Bucks County Home Repair Program (BCHRP). This is a grant program for lower and middle income homeowners, where you can get up to \$50,000 for home repairs or modifications (electrical, plumbing, need to make your home accessible) mobile homes are eligible for \$15,000. Applications will be accepted through August 15th. Go to BucksCounty.gov/bchrp for more information.

UNFINISHED BUSINESS

None

NEW BUSINESS**Land Development****4 Buck Run Drive – Final/Minor Subdivision Plan**

Mr. Matt Lafferty of 4 Buck Run Drive stated that they are applying for a lot line change between his property and 59 Steeplechase Dr. The land is .225 acres, we have satisfied all requirements from the Doylestown Township Planning Commission, and Bucks County Planning Commission. He is here today for the Board's approval.

Mr. Clarke stated that the Board has a standard draft letter of approval, all conditions are standard conditions it has been reviewed by Township Staff and he believes it is ready to go.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board of Supervisors granted conditional Preliminary/Final Approval the 4 Buck Run Drive. The motion carried 5 – 0.

280 N Broad Street Preliminary Land Development Plan – Plan Review Extension

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board of Supervisors granted a plan review extension to August 30, 2024. The motion carried 5 – 0.

2024, 2025, 2026 Doylestown Township Audit Proposals

Ms. Mason stated that we solicited proposals, we received two and are recommending Zelenkofske Axelrod, LLC.

On motion of Ms. Lyons, seconded by Ms. Dixon the Board of Supervisors accepted the proposal of Zelenkofske Axelrod, LLC for Auditing Services. The motion carried 5 – 0.

MS4 Annual Status Report (2023-2024) Ms. Mason stated that the Board has the information from Gilmore & Associates for the MS4 work, the Board should recall that we used to work with GHD and separated out the work of the Township Engineer and the work from GHD, we now combine everything, working with our consultants at Gilmore. Their proposal meets all the requirements under the MS4. Ms. Goldstein is here if the Board has any questions.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board of Supervisors accepted the proposal of Gilmore for the MS4 Annual Status Report in the amount of \$53,980.00. The motion carried 5 – 0.

Fonthill Conservation Easement – Highlands Conservation Act – Municipal Resolution

Ms. Mason stated that this is in two parts. The Heritage Conservancy on behalf of Fonthill has asked us to participate in a grant that they have applied for, as part of that grant through the Highlands Conservation Act, they are requesting a resolution. In addition, as part of their grant through DCED, they need a letter from the Township. The reason is that the property is located in Doylestown Township and it's a requirement of the grant the local municipality to acknowledge and understand that the Heritage Conservancy will serve as holder of the easement.

On motion on Ms. Lyons, seconded by Ms. Santacecilia the Board of Supervisors approved the Municipal Resolution #2610 for Heritage Conservancy Conservation Easement at Fonthill. The motion carried 5 – 0.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board of Supervisors approved the letter of consent from Doylestown Township to DCED for the Heritage Conservancy Conservation Easement at Fonthill. The motion carried 5 – 0.

Doylestown Community Recreation Center – Grant Agreement

Ms. Mason stated that the Board will recall that we received \$1.5 million in ARCAP money, administered by the Commonwealth Office of the Budget. We have received the grant agreement, we need the Board to approve it and have Chairman Herring sign on the Township's behalf.

On motion of Ms. Lyons, seconded by Mr. Wood, the Board of Supervisors agreed to the Grant Agreement contract between the Commonwealth of Pennsylvania (Office of the Budget) and Doylestown Township. The motion carried 5 – 0

Boards and Commissions Updates

EAC – Jim Baldassarre – presented the update from the EAC for 2023/2024/2025, they have been very active, Bird Town, Native Plant Gardens, just celebrated its 10th year, Watershed friendly properties, Central Park Pond remediations and floating garden, Local Climate Action Planning, Single-use Plastic reduction (they have reusable bags that will be given out), Dark Skies (exploring ways to reduce unnecessary lighting at night), Arbor Day and resident engagement and education around native trees and plants. They will be looking at a solar array in the Township that would potentially cover all the electrical needs for the Township for the next 25 to 30 years. Ms. Lyons thanked Dr. Baldassarre for the Garden Party and giving out native plants, she has planted two and they are loving it. Dr. Baldassarre stated that they love to give out native plants to spread the love around.

Parks & Recreation – Blythe Kelly – stated that this is her 12th year on the Park & Rec Board and her second as chairman. A majority of their meetings this year were focused on the Park Improvement Project, Wayfinding Sign Project and Planning events and setting new goals. They work with the Parks & Recreation Department, support the Capital Fundraising Campaign and participate in all Township events. The summer concert series is every Wednesday evening with live music, beer garden and food trucks. Members are at each concert to help guide cars, sell raffle tickets, sell food & drink and offer overall assistance. This year's annual Golf Outing will be Monday, October 7th at Commonwealth National Golf Course in Horsham. We only have 8 to 10 foursome's left, if you are interested in sponsoring or playing contact herself or Karen Sweeney. Decemberfest will take place December 13th & 14th, events including Mrs. Clause Jammy Jam, Santa event, our Paws in the Park event and in collaboration with the EAC, children will make homemade pine cone bird feeders. Fido Float is scheduled for September 7th at Fanny Chapman Pool. A virtual golf event is being planned at the Main Swing Indoor Golf in March 2025. She acknowledged the Township Parks and Recreation and Maintenance staff; they do an amazing job. She thanked the Board, Township volunteers and sponsors for their support.

PAC – Ed Denton – shared that the Pension Advisory Committee monitors the Township's defined benefit pension plans for the Police and Non-Uniform employees. They meet semi-annually with the Townships Investment Advisor, present a Pension Plan Status Report to the Board of Supervisors and develop a recommendation for Pension Plan Contributions amounts. They are working toward the Township's goal to lower the Discount Rate to 6% by 2026. Mr. Denton will be presenting to the Board of Supervisors at their August 20th regular meeting.

VAC – Chris Suessenguth – shared with the Board some of the highlights of this year and what they are planning for the remainder of 2024. Eagle Scout projects; retirement of US Flags respectfully. He thanked the Board for allowing the Township truck to participate in the Memorial Day Parade, it is amazing to see how many people come out to see and participate in the parade. Plans are finalizing to purchase a 20' flagpole for the new CRC. To help pay for the flagpole the VAC would like to sell an inch of the flagpole for \$25 to the community to honor a veteran or first responder. Flag raising ceremony will be 9/11 with a moment of silence at the concert honoring the police, firemen, those who lost their lives. They will be working with the Bucks County Veterans Affairs Office, they hold an information session for veterans and give assistance. Veterans Day, to cut down on competition and to allow elected officials to attend, we will be working with another organization to honor our veterans.

ZHB – Bill Lahr – stated that in 2023 they had 22 hearings, of these six were in-law suites, so far this year we have had 15 hearings of which 50% were for in-law suites. They are seeing a trend in the last few years for in-law suites in the Township. One concern for those filling out the forms do not need a lawyer or engineer for drawings, they are not always complete, we have had to continue a number of hearings due to this. If the applications can be reviewed prior, making sure it is filled out correctly before given to the ZHB. In 2020 Monster Tree Service was denied, they appealed, to this date it is still under appeal. Ms. Dixon inquired if an application is continued due to it being incomplete, that there could be an additional fee to pay for the ZHB's time? Ms. Mason stated no, there are set fees for the application, they provide an escrow to cover expenses and an application fee to cover the other

expenses. We try to be consistent with our fees as to what other municipalities are charging while still covering our costs. The applicant does not have to be represented by an attorney or have an engineered plan, they just have to have a sketch of their property. Mr. Salisbury and I can talk to Mr. Panzer about what he would find acceptable and try to guide the applicant to make sure they have what is needed. Most are for in-law suites being done by Township residents, pools, decks, sheds, etc. We try to guide them through as best as we can through our Code Enforcement Office.

Treasurers Report – June 18, 2024 – On motion of Ms. Lyons, seconded by Ms. Dixon the Treasurers Report was unanimously approved. The motion carried 5 – 0.

Bills List – June 18, 2024 – On motion of Ms. Lyons, seconded by Ms. Dixon the Bills List in the amount of \$1,555,235.19 was unanimously approved. The motion carried 5 – 0.

Public Comment – All Items

None

ADJOURNMENT

On motion of Ms. Lyons, seconded by Ms. Herring, the meeting adjourned at 8:39PM. The motion carried 5 – 0.

Respectfully submitted,



Stephanie J. Mason, Secretary