






# Board of Supervisors

## Regular Meeting

### Minutes

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

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Tuesday September 17, 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 Mergner, Assistant Township Manager; Chief Dean Logan; Sean Torpey, Township Engineer 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.

#### Presentations

Trinity Gardens at Furlong aka Grasso – Removed from agenda at applicant’s request just prior to the start of the meeting.

#### Public Comment Agenda Items Only

No Comments

#### ANNOUNCEMENTS

- A. The next regular meeting of the Board of Supervisors will be held on Tuesday, October 15<sup>th</sup> at 7:00 PM.
- B. The Doylestown Township Board of Supervisors and Finance Committee will hold two Budget Work Sessions next month - Tuesday, October 1<sup>st</sup> at 5PM and Tuesday, October 15<sup>th</sup> at 5PM.
- C. The Doylestown Township Municipal Building will be closed on Monday, October 14<sup>th</sup> in observance of Columbus Day / Indigenous Peoples Day.
- D. Help make the new bathrooms in Central Park a reality! A resident has generously donated \$25,000 to the bathroom project! We would love to be able to match that with other donations.
- E. Doylestown Township Annual Golf Outing – Monday, October 7<sup>th</sup> at Commonwealth National Golf Club. Golfer entry is FULL. With the exception of one \$3000 reception sponsorship which includes a foursome. Additional sponsor opportunities are still available include 2-\$1,500 reception sponsorships, 6-Supporting sponsorships at \$500 and general hole sponsor at \$250. All proceeds will benefit the current Central Park improvement project (community recreation Center, new courts, and bathrooms).
- F. Keep up to date with Township News / Events – sign up for E-news at [www.doylestownpa.org](http://www.doylestownpa.org). E-News is sent out every Friday at 4:00PM.

#### MINUTES APPROVAL

Regular Meeting –On motion of Ms. Lyons, seconded by Ms. Dixon the minutes of the August 20, 2024 Regular Board of Supervisors Meeting were unanimously approved. The motion carried 5 – 0.

#### CORRESPONDENCES

1. The resignation of Christopher Bignault from the Local Traffic Advisory Committee (LTAC) was accepted with regrets on motion of Ms. Lyons, seconded by Ms. Dixon. The motion carried 5 – 0.
2. Request for Special Event Fee Waiver for BC Cares Pumpkinfest at the Tile Works on October 26 – 27, 2024 in the amount of \$150. On motion of Ms. Lyons, seconded by Ms. Dixon the fee waiver request was granted. The motion carried 5 – 0.

**REPORTS**SolicitorBarn Plaza Development Escrow Agreement & Stormwater Agreement

Mr. Clark read the changes to the Development Agreement & Stormwater Agreement for the Board of Supervisors approval.

On motion of Ms. Lyons, seconded by Mr. Wood the Barn Plaza Development Escrow Agreement & Stormwater Agreement were approved. The motion carried 5 – 0.

Township Engineer

Nothing to Report

Police Chief

Nothing to Report

Dir. of OperationsSwamp Road (SR 0313) Traffic Signal Upgrades – Award Recommendation

Mr. Tomko stated that this item was put out to bid, one bid was received. The bid documents were reviewed by the Traffic Engineer. He is asking for the Boards approval to award contract to Armour & Sons Electric.

On motion of Ms. Lyons, seconded by Ms. Dixon, the Board of Supervisors awarded the Green Light Go, Swamp Road (SR 0313) Traffic Signal System Upgrades contract to Armour and Sons Electric for the base bid amount totaling \$588,172.00. The motion carried 5 – 0.

Community Recreation Center – Water Service Materials

Mr. Tomko noted that as part of the procedures for the Community Recreation Center, if we have items needing approval ahead of time, impacting schedule and scope of the project, we have the authority to request the chair and vice chair as part of the Building Committee to approve proposals, they approved. We are asking the Board's acknowledgement of the Water Service Materials in the amount of \$5,778.08 from LB Water Service, Inc.

On motion of Ms. Lyons, seconded by Ms. Santacecilia, the Board of Supervisors acknowledged the approval of LB Water Service, Inc for Water Service Materials in the amount of \$5,778.08. The motion carried 5 – 0.

Community Recreation Center – AVT Change Order #1

Mr. Tomko stated that is for a piece of equipment for the audio video switching system. Mr. Ebenbach, Chair of the TAB has reviewed this and made the recommendation we purchase from AVT who discounted the item 50%. He is asking the Board of approve the purchase TesiraFORTE CI from Applied Video Technology in the amount of \$1,289.00.

On motion of Ms. Lyons, seconded by Ms. Dixon the board approved Change Order #1 for the purchase of a TesiraFORTE CI from Applied Video Technology. The motion carried 5 – 0.

Chapman Road Bridge – Construction Inspector RFQ

Mr. Tomko stated that we received a grant for the replacement of the bridge 100% of construction costs. We are required by PennDOT to select Construction Inspector, who will be paid 100% by PennDOT and to agree to PennDOT's Policy and Procedure for Consultant Selection. To form a committee consisting of Ms. Mason, Ms. Mergner and Mr. Tomko to review the proposals that come in and make the recommendation to PennDOT.

On motion of Ms. Lyons, seconded by Ms. Dixon the Board approved PennDOT Policy and Procedure for Consultant Selection from to select a firm to provide construction inspection services. The motion carried 5 – 0.

Resolution #2627 – Authorize Ms. Mason as Township Manager to electronically sign the grant agreement received from Penn DOT.

On motion of Ms. Lyons Seconded by Ms. Dixon the Board authorized Ms. Mason to electronically sign the grant agreement. The motion carried 5 – 0.

Central Park Bathrooms – This item was tabled.

On motion of Ms. Lyons, seconded by Ms. Dixon the Board agreed to table this item. The motion carried 5 – 0.

2024 Bike/Hike Trail Maintenance – Additional item not originally on agenda – as part of the 2024 Bike/Hike Trail maintenance contract that was approved previously by the Board. We were notified today that there is a change order coming, to keep the project moving forward Mr. Tomko asked the Board to acknowledge that a change order is coming to be reviewed at the next Board meeting for approximately \$9,000.00. The Trail on Turk and Rolling Hill Boulevard which is currently under construction. He is asking for the Boards acknowledgement that the contract can move forward, the contractor has agreed to move forward with a good faith effort to do the work pending our approval of the change order next month.

Mr. Clarke stated that this matter has arisen within the last 24 hours, in the past we would have amended the agenda adding it to tonight's agenda. The Sunshine Act and the clarification from the Commonwealth Court in a 2023 case made it clear that we are not allowed to amend the agenda. Mr. Tomko needs to be able to tell the contractor whether or not to move forward, if there are any objections they should be discussed now, if there are no objections, Mr. Tomko can tell them to move forward now, and the change order will be on the October agenda. The Board had no objections.

Ms. Santacecilia inquired why there was a \$9,000 increase. Mr. Torpey stated that they thought this section of the trail would be able to add new paving, however they discovered that the original trail was installed with just a thin layer of stone and thin layer of asphalt, it does not have the correct Township design that we like for the Bike/Hike Trails, it would not last so some additional repair to this section.

Mr. Tomko stated that this section is one of the oldest sections, 25 plus years old.

#### Township Manager

Ms. Mason shared with the Board a memo from the Finance Department regarding Budget Work Sessions and the draft Board of Supervisors Meeting calendar for 2025. The Finance Department is recommending that the Budget works sessions start in June rather than April and to keep the Budget Works Session separate from the Board of Supervisors meetings, perhaps the first Tuesday of the month from 5pm to 7pm in June, September and October will have two meetings on the first Tuesday as well as before the Board meeting on the third Tuesday. She shared with the Board a draft 2025 Board meeting calendar showing the proposed time for the Reorganization meeting on January 6, 2025 @ 6pm, regular meetings at 7pm, holidays, primary & general elections. If we have consensus from the Board, we will build the calendar for approval at reorganization. Ms. Lyons stated her only concern is that there would be a Budget Work Session in September the day after Labor Day making it hard for people to attend.

Ms. Mason stated that we can try to find another date, if the Board is ok with having separate meetings for the Budget Work Sessions and the regular Board meeting? The consensus of the Board was in favor of separating the Budget Work Sessions and the regular meetings except for the third Tuesday in October.

#### Supervisors

Ms. Santacecilia – Thanked the Finance Committee for their work on the budget and we're looking at financing a bond to continue the Community Recreation Center project, it's going to be beautiful, she just asks the Board to continue to be mindful as we move forward through our budgeting process. She also thanked the Park & Recreation Board for the continued concerts, some great things coming up this week with the concert and Food Truck Festival.

Mr. Wood – Thanked the Police for their presence at the Doylestown Arts Fest. He also reminded the audience that it is National Voters Registration Day go to VOTE.PA.GOV to check your registration, change your address, if need be, etc.

Ms. Lyons – Thanked the Police for their presence at every concert this summer it was nice to see them interacting with children and concert goers. She also stated that Mr. Suessenguth, Chair of VAC had a request regarding naming the Round-a-bout for the Gold and Blue Star Families in Doylestown Township. Ms. Mason contacted PennDOT to see what the procedure entails. The Board of Supervisors agreed to have staff work with PennDOT and our legislators for the naming of the Round-a-bouts.

Ms. Dixon – Went over a memo from the EAC requesting to hold an EV Charging and Parking Etiquette Round Table. To proactively plan for and accommodate the anticipated future growth in market demand for electric vehicles. They will reach out to local businesses, Colleges, Hospitals, apartment complexes, Business Corporate Centers to see how to prevent vehicles from parking in EV Charging Spaces when not charging and best practices. EV Charging spaces are required for all new developments per Ordinance 424, older developments are **not** mandated. It was the consensus of the Board to allow the EAC to move forward with working on this endeavor.

Ms. Herring – Had no comments at this time.

### **UNFINISHED BUSINESS**

#### 2024 Community Recreation Center & Park Improvements Project Bond Borrowing

Ms. Dobson, Assistant Finance Director – shared with the Board that they are working on the bond amount to be \$3.1 Million to finish the Community Recreation Center along with the additional capital projects that were discussed at the Budget Work Session, taking into consideration refinancing the 2023 note that was discussed with Ms. Doyle from PFM, a savings of \$57,000, does the Board wish to roll this amount into the Bond as well.

On motion of Ms. Lyons, seconded by Ms. Dixon the Board approved \$3.1 million Bond and the refinancing of the 2023 Bond. The motion carried 5 – 0.

### **NEW BUSINESS**

#### Land Development

##### 45 Sauerman Road – Final/Minor Subdivision Plan

Mr. & Mrs. Hoerger of 45 Sauerman Road stated that they purchased the farmhouse, they are submitting a one lot subdivision to build a new house in the back for our family. They met with the Planning Commission, the farm house is going to be on 1.3 acres, the new lot will be 5.5 acres.

Mr. Clarke stated that they have a Final/Minor Subdivision Plan and Planning Module Act 537 before the Board this evening. He indicated that he has reviewed the draft conditions of approval that will need to be amended to include two additional waivers requests. The conditions contain the 18 standard conditions, he identified the five waiver requests.

On motion of Ms. Lyons, seconded by Mr. Wood the Board approved the Final/Minor Land Development Plan for 45 Sauerman Road. The motion carried 5 – 0.

##### 45 Sauerman Road – Planning Module Act 537

On motion of Ms. Lyons, seconded by Mr. Wood the Board approved the Planning Module for 45 Sauerman Road. The motion carried 5 – 0.

##### 33 Neill Drive – aka Meister Property – Authorization to Advertise Proposed Zoning Amendment

Mr. Murphy representing County Builders stated that during the three years this plan has been in the works they have had multiple meetings with, the Township, Planning Commission and neighbors of the property. Following a favorable recommendation from the Planning Commission they have submitted a draft proposed ordinance which has been reviewed by staff. He is asking the Board to authorize the advertisement of the draft ordinance for future consideration at a subsequent meeting, they are asking for an overlay in the district to allow for multifamily town homes.

Ms. Santacecilia raised a concern about areas for children to play. Mr. Murphy stated that there is going to be a park like setting in the center of the project.

On motion of Ms. Lyons, seconded by D. Wood the Board approve the advertisement of the draft ordinance for 33 Neill Dr. property, Village Carriage Homes. The motion carried 5 – 0.

Brooks Tract – Indemnification Agreement

Mr. Clarke stated that the Board has before them an Indemnification Agreement for the Brooks Tract, essentially the applicant is requesting temporary certificates of occupancy while the Bike/Hike Trail is completed. The agreement that has been drafted will indemnify the Township if any issues arise during the construction. We are requesting the applicant get a written acknowledgement from the purchasers regarding the construction of the Bike/Hike Trail, so they are aware. The indemnification agreement has been reviewed by Mr. Torpey and Mr. Clarke's office.

On motion of Ms. Lyons, seconded by Ms. Dixon the Board approved the Brooks Tract Indemnification Agreement. The motion carried 5 – 0.

Zoning Hearing Board

Kern – 77 Pebble Valley Dr. – TP#09-034-018 – Request Variance for Detached Garage

The application was sent to the Zoning Hearing Board without opposition by the Township.

Treasurers Report – September 17, 2024 – On motion of Ms. Lyons, seconded by Mr. Wood the Treasurers Report was unanimously approved. The motion carried 5 – 0.

Bills List – September 17, 2024 – On motion of Ms. Lyons, seconded by Mr. Wood the Bills List in the amount of \$1,785,491.69 was unanimously approved. The motion carried 5 – 0.

**Public Comment – All Items**

None

**RECOGNITION OF CHIEF DEAN LOGAN RETIREMENT – 37 YEARS OF ACTIVE SERVICE**

Ms. Herring stated that the Board would like to express their appreciation and recognize the years of service and dedication of Chief Dean Logan to Doylestown Township. On behalf of the Board of Supervisors Ms. Herring presented Chief Logan with a Township Resolution #2636 recognizing his 37 years of service and accomplishments along with a plaque from the Township. On motion of Ms. Lyons, seconded by Ms. Santacecilia the Board approved Resolution #2636. The motion carried 5 – 0.

Chief Logan was presented with citations from Representatives from Congressman Brian Fitzpatrick, State Senator Steve Santarsiero, and State Representative Tim Brennan offices.

Retired Chief Stephen White congratulated Chief Logan on his retirement, he has served in many capacities within the Police Department with distinction, understood his responsibility and did a great job at each one. He spoke of Chief Logan's legacy in the Police Department, we have an accredited police department, qualified officers, every aspect of the Police Department building was built to meet the strict standards of the Pennsylvania Law Enforcement Accreditation Program. Across Pennsylvania there are only 138 accredited police departments across the state out of 1,500 law enforcement agencies. We are really proud of Chief Logan and all he has done for Doylestown Township, for the Board of Supervisors, Township Manager but most importantly for the members of the Doylestown Township Police Department. He is very proud of the job he has done and how he has made this a well-respected accredited agency.

On behalf of Doylestown Township Ms. Mason presented Chief Logan with a gift from all of the non-uniformed employees. She commented that it has been an honor and privilege to have served with Chief Logan these past 37 years watching each other grow in our careers. All of us have enjoyed working with you and wish you all the best.

Officers Reihl & Carr representing the PBA presented Chief Logan with a gift from the entire PBA.

Ms. Lyons stated that it is with great pride to say how honored she has been to have worked with him for the last 22 years, as a member of the Board of Supervisors and Director of Public Safety. You have served our residents with profound commitment to the motto you embody To Protect and Serve. You have led by example to your officers who will continue your mark of excellence and integrity for years to come. She believes you will embrace the next chapter of your life with the same intensity you have embraced serving Doylestown Township. We wish you a retirement filled with joy, health and adventure. You have set a fine example of leadership for those who follow you, for this we are grateful. We will miss you.

Lt. Ziegler stated that the entire Doylestown Township Police Department extend their heartfelt gratitude, your impact on both the Township and this department during your tenure has been significant, you have advanced our capabilities in technology and played pivotal role in the development of our new police station and this Township Building. Lt. Ziegler expressed his personal appreciation for the training and support you provided as he progressed through the ranks, Chief Logan's assistance has been invaluable, I could not have achieved this without your support. You have equipped us with the necessary tools for success and he is confident that we will continue to build upon the solid foundation you have established. All members of the Police Department wish you a long and fulfilling retirement. He is proud to wish Chief Logan the best of luck and we will take it from here.

Chief Logan stated that he stands here tonight with a mix of emotions, 37 years that began in 1987, it has been an incredible journey, one that he is immensely proud of. Starting as a patrol officer he has had the honor of holding every position within the department from patrolman, detective corporal, patrol sergeant, lieutenant and chief for the past 12 years. Each position taught him something valuable and the skills to succeed. He sends a special thanks to our elected officials both past and present for their support, the Township Manager and the entire administrative staff, The entire Public Works Department your dedicated hard work and assistance provided to the Police Department was noticed and always appreciated, we made a good team and worked well together. It would be hard to thank everyone individually, but he recognized a few of the past officers each of them has a significant impact in my career during the early years and their guidance and mentorship was invaluable. He thanked the non-uniform support staff and current officers. You hear the term Brotherhood when speaking about law enforcement family, the reasons are simple, we are a unique family made up of 100% adults, we find ourselves spending 8 to 12 hours a day with each other, during that time we have had many good times and created memories of a lifetime creating a special bond. We have laughed, argued and managed to make up and move on. He tried to be a leader who lived by the mantra "an honest day's work for an honest day's pay". He always tried to keep the best interest of the Township in mind. Chief Logan stated that his is deeply grateful for the support of his family and friends especially his wife Diane her strength and encouragement guided him through difficult times. He thanked the residents of Doylestown Township for their support of the Police Department and asked them to remember that our officers sacrifice a lot to keep the community safe, please let them know they are appreciated and continue to hold us accountable so we continue to strive to be the best we can be. He wants his legacy to be one of dedication, hard work and commitment to Doylestown Township community. It has been an honor to serve, and he is confident the future holds great things for the community and the Police Department under the new leadership of Chief Charles Ziegler.

All those in attendance listened as Chief Dean Logan was wished a happy retirement with a final radio call.

#### **ADJOURNMENT**

The meeting adjourned at 8:07PM.

**Respectfully submitted,**



**Stephanie J. Mason, Secretary**